**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT**

**EXECUTIVE BOARD MEETING**

**Tuesday, February 26, 2019 at 10:00 a.m.**

**MRPC Building - 4 Industrial Drive**

 **St. James, MO 65559**

**Call to Order**

Brady Wilson called the February 26, 2019 meeting of the Ozark Rivers Solid Waste Management District Executive Board Meeting to order at 10:41 a.m.

**Welcome and Introductions**

Chairman Wilson introduced Rick Kempler and Anita Stansfield from the Missouri Department of Natural Resources (MDNR) Waste Management Division (WMD) and introductions were made around the table.

**Members Present:** Ray Mortimeyer, Arthur Cook, Darrell Skiles, Jim Holland, Mark Wallace, Steve Vogt, Vic Stratman, Brady Wilson, Anne McClay, Craig French, and Dr. Charles Slider.

**Members Absent:** Brad Nash, Jay Whittaker, Gary Gilliam and David Sansegraw.

**Staff and Guests Present:** Tammy Snodgrass, Jill Hollowell, Bonnie Prigge, Linda Carroll, MRPC and Rick Kempler and Anita Stansfield, MDNR-WMD

**Approval of Agenda**

Darrell Skiles made a motion to approve the agenda for the meeting. Steve Vogt seconded the motion. All members present voted “aye”.

**Review and Approval of Meeting Minutes**

Steve Vogt made a motion to approve the minutes of the Nov. 27, 2018 meeting. Craig French seconded the motion. All members present voted “aye”. Ray Mortimeyer abstained as he was not in attendance at the November meeting.

**Finance Report**

Tammy Snodgrass presented financials for both ORSWMD operations and grants for the month ending Jan. 31, 2019.

Vic Stratman made a motion to approve the Jan. 31, 2019 financial reports as presented. Ray Mortimeyer seconded the motion. All present voted “aye”.

Ms. Snodgrass also presented revised budget for July 1, 2018 through June 30, 2019. She indicated that the revised operating budget had no changes from what had been proposed.

Arthur Cook made a motion to approve the revised budget as presented. Dr. Charles Slider seconded the motion. All present voted “aye”.

**Consent Agenda**

Steve Vogt made a motion to accept the consent agenda. Vic Stratman seconded the motion. All members present voted “aye”.

**Chairman’s Report**

Chairman Wilson reported on the recycling front, the market remains difficult due to supply and demand and quality/contamination issues. He stated that while most of the materials at the Rolla Recycling Center are still able to be sold, the center no longer accepts plastic bags or stretch wrap.

Arthur Cook inquired about national efforts for recycling plastics. Chairman Wilson stated there are movements to find more economical options. The difficulty lies in the fact that there are so many kinds of plastic and it’s a supply and demand issue, we can’t use all that’s being collected.

Chairman Wilson informed the board that legislative names are being submitted as recommendations in response to the reactivation of the Interim Joint Committee on Solid Waste.

Concluding his report, Chairman Wilson appointed three members to serve on a nominating committee for the election of fiscal year 2020 officers. The three appointees, Dr. Charles Slider (Pulaski Co), Mark Wallace (Gasconade Co.), and Steve Vogt (Maries Co.), agreed to serve on the nominating committee.

**Old Business**

District Grant Report

Jill Hollowell reported there were fifteen approved grant applications, two of the new applicants, Friends Helping Friends (a sheltered workshop in Cuba) and Friends of Onondaga in Leasburg, declined funding due to changes in management and project scope. Declined monies are usually rolled over for next grant round. One grant project remains on hold, the construction and demolitions art scape project and it is expected to move forward.

Steve Vogt asked about the possibility of putting a percentage of those declined funds towards the other grants that were awarded. Anita Stansfield with DNR addressed this inquiry by stating that there were three options for allocating those declined funds:

1. Roll the money over to the next year
2. Open a second grant round
3. Add additional funds to the other grant awards

If the third option was chosen, the board would need to re-evaluate the grants and then a vote would have to be taken. Her suggestion was to use it to fund collections or put a portion of the money into community outreach.

Legislative Issues

Tammy Snodgrass reported on recent issues in the legislature. Topics she touched on included:

* HB271 – Prohibits political subdivisions from adopting ordinances restricting the use of plastic bags. This has been an on-going issue.
* HB681 – Extends the expiration date for the fee imposed on new tire sales.

 Rick Kempler informed the board that this bill would extend the expiration date to 2025.

* SB134 – Modifies provisions relating to solid waste penalty assessments.

 Mr. Kempler noted that the bill clarifies the language and that there is no change to the amount of the penalties.

 Other

 Rick Kempler informed the board that Scrap Tire Surface Material Grant will open in March. There will be up to $30,000 for playgrounds and trails.

Craig French asked about the recycled material leaching and Mr. Kempler stated it is a very solid material with little evidence of concern for leaching.

 Mr. Kempler also reported that scarp tire material is being mixed in with chip and seal for use on roads.

Darrell Skiles asked about the process for obtaining the mix for use on county roads that use chip and seal and the potential for its use. Mr. Kempler stated he would forward the contact information to Mr. Skiles.

Tammy Snodgrass noted that next Wednesday, Mar. 6, the Missouri Recycling Association (MORA) will have an Advocacy Day at the Capitol.

**New Business**

Review of Bid Specs for District Administration Bid

Tammy Snodgrass provided copies of the List of Technical Assistance and Implementation Services Required by ORSWMD. Administration services are required to go out for bid every five years. Services will be bid out in March, proposals due in May and then the contract would be effective as of July 1.

She noted that there were two changes in the bid specs. They were:

1. Experience – Bidder must have a minimum of five years of experience in administering solid waste management districts in the State of Missouri.
2. Physical Location – Successful bidder must maintain an office within the seven-county region and provide a minimum of one full-time staff member.

Mark Wallace made a motion to accept the bid specs with the noted additions. Ray Mortimeyer seconded the motion. All present voted “aye.”

Review of Annual Grant Call Guidance and Procedures

Jill Hollowell reviewed revisions for the FY2020 grant review process. This included having board representatives being familiar with applications from their area so they could address questions during the review process and having applicants obtain a letter of contact from their board representative and including it with their application. A contact form for the board representative to sign could be included as part of the application packet. It was also suggested that points could be tied to making contact.

Target Materials for FY2020

Ms. Hollowell reviewed the list of target materials for the upcoming year. The targeted materials are: organic/food waste, electronic waste, HHW, construction and demolition debris, mattresses, carpet and padding, and solar panels.

Craig French noted that Fort Leonard Wood works with a company to recycle mattresses. The company will drop off a trailer for the mattresses which is then loaded by fort personnel. The company does not load the mattresses. The fort receives no money for recycling the mattresses but gain from the cost avoidance by not paying for the landfilling of the mattresses.

Dr. Charles Slider mentioned there is a company that decontaminates the old mattresses before recycling them into new mattresses. He will send the company’s information to Ms. Hollowell.

Product Stewardship – Letter of Agreement

Chairman Wilson reported that the Missouri Product Stewardship Initiative, initiated last November, has requested of letter of support. Chairman Wilson stated that the support would be in the form of a letter, not necessarily with funding. The goal of the group is to promote responsibility among producers to reduce waste and take responsibility for materials at end of life. Anita Stansfield, DNR, stated that the group has narrowed its focus to pharmaceuticals and paint. Members wanted more information on the initiative before providing a letter of support. Information will be emailed to the board for review.

Request for Funding through the Community Outreach and Assistance Fund

Ms. Hollowell informed the board that, Abundant Blessings/Hope Alliance of Missouri and the MoRoots Music Festival have requested funding assistance.

Abundant Blessings/Hope Alliance of Missouri, a 501 (3) (c) organization, is requesting funds to purchase shelving for its reuse/resale program for foster families in the district. They are requesting funding in the amount of $130.

Ray Mortimeyer made a motion to approve the $130 for shelving for Hope Alliance of Missouri. Craig French seconded. All present voted “aye.”

MoRoots Music Festival is requesting funds to purchase 10 recycling bins and 200 clear bags (including shipping costs) and mileage reimbursement to the Rolla Recycling Center. Attendants would be stationed at the bins during the festival. These bins would be made available to other venues/communities. They are requesting funding in the amount of $1300 ($800 for the bins and bags and $360 for mileage).

Dr. Slider would like to see accurate records kept of expenses and quantity of material collected. He made a motion to approve the funding with the revised amount of $1160 and monitoring of items going into the bins. Vic Stratman seconded. All present voted “aye.”

Ms. Hollowell informed the board that St. George School in Hermann will be requesting 12 recycling bins to replace their aging bins. Their request will be passed through the executive committee for approval if needed.

Committee for Responsible Recycling and Development

Chairman Wilson announced that a committee meeting addressing recycling contamination and the development of a state-wide public education campaign would be held on March 6 in Jefferson City.

**Other Business**

City and County Updates

Vic Stratman mentioned that the Knights of Columbus in Vienna collects aluminum cans and usually empties the trailer once or twice a year. He noted that the loads have been getting cleaner.

Dr. Slider inquired about mattresses being collected at special collections. Ms. Hollowell mentioned working towards a collection at the Sept. 14 event in St. Robert.

Jim Holland mentioned the recent work on the courthouse in Hermann. He stated they recently discovered a door and transom in the attic that had been removed 50 or 60 years ago. Mr. Holland indicated that the items would be reused.

**Upcoming Meetings**

Executive Board meetings at 10:00 a.m. on May 21 and Oct. 1

Full Council meetings at 10:00 a.m. on June 18 and at 5:30 p.m. on Dec. 3 with the annual awards banquet held at 6:30 p.m.

Grant applications are due on August 23 by noon.

Review of 2020 grant applications will be held Sept. 17 from 10:00 a.m. – 2:30 p.m.

MORA Conference in St. Louis, September 23rd-25th.

**Adjournment**

Being no further business, Vic Stratman made a motion to adjourn. Craig French seconded the motion. All present voted “aye.” The meeting adjourned at 12:18 p.m.

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 Chairman, Brady Wilson Date

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 Attest Date

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**EXECUTIVE BOARD MEETING**

**Tuesday, February 26, 2019 at 10:00 a.m.**

**MRPC Building, 4 Industrial Drive, St. James, MO 65559**

1. CALL TO ORDER - Brady Wilson, Chairman
2. WELCOME AND INTRODUCTIONS - Brady
3. APPROVAL OF AGENDA
4. APPROVAL OF MEETING MINUTES: November 27, 2018
5. FINANCE/BUDGET REPORT
	* *Current financials will be provided by staff including revised budget*.
6. CONSENT AGENDA

*The consent agenda is intended to group several items of a routine nature upon which the board agrees to accept an executive committee or staff recommendation. Listed below are consent agenda items. A motion may be made to accept all the items listed, or if a board member wishes to consider any item(s) separately, then a motion would be made to approve the consent agenda with the exception of the item(s) to be considered separately. Any item to be considered separately would then be taken up immediately after the consent agenda is adopted.*

The following agenda items are presented for consent approval:

 1. Request to close out sub-grant:

 a. K2018-008 – Phelps County Tough on Trash - a final report was filed; requesting to close and payout the balance of the grant and release monies held in retention and return unspent funds to the district.

 2. Request for grant extensions:

1. K2018-013 Tacony – extend grant to 12-31-19
2. K2018-009 Dixon High School – extend reimbursement period to 4-1-19
3. CHAIRMAN’S REPORT – Brady Wilson

*The chairman will report on current solid waste activities and encourage members*

*to make recommendations for businesses to receive grant applications.*

1. OLD BUSINESS
	* District Grant Report – Jill Hollowell

*Staff will provide an update on grant projects*

* + Legislative Issues – Tammy Snodgrass

 *Staff will provide an update on current solid waste legislation*

1. NEW BUSINESS
	* Review of Bid Specs for District Administration Bid – Tammy Snodgrass

*The Board will need to evaluate bids specs for FY 2020 district operation and administration*

* + Review of annual grant call guidance and procedures – Tammy Snodgrass

*The board will further discuss revisions for the FY2020 grant review process such as board representatives being familiar with applications from their area so they may address questions during the review process and having applicants obtain a letter of contact from their board representative and include it with their application.*

* + Target materials for FY2020 Target Materials – Jill Hollowell

*The Board will discuss and determine materials and goals for the upcoming grant round.*

* + Product Stewardship – Letter of Agreement – Brady Wilson

*The board will review a letter of agreement that has been requested through the Missouri Product Stewardship Initiative that began last November.*

* + Request for funding through the Community Outreach & Assistance Fund – Jill Hollowell

*Hope Alliance of Missouri (a 501(3)(c) organization) for its program: Abundant Blessings*

*has requested $130 for shelving to offer reused items for foster families in the district.*

1. OTHER BUSINESS
	* City and County Updates

Board members will be asked to report on activities and concerns of their respective counties and cities.

1. ANNOUNCEMENT OF UPCOMING MEETINGS AND EVENTS
	* Suggestions for agenda topics or guest speakers for future meetings
2. RECOMMENDED DATES AND TIMES FOR UPCOMING MEETINGS
	* Missouri Recycling Association Advocacy Day at the Capitol on March 6th

from 9:30 a.m. to noon, East Side Senate Alcove (3rd floor)

* + Executive Board meetings at 10:00 a.m. on May 21st, and Oct. 1st
	+ Full Council meetings at 10:00 a.m. on Jun 18th and at 5:30 p.m. on Dec. 3rd
	with the annual awards banquet held at 6:30 p.m.
	+ Review of 2020 grant applications will be held Sept. 17th from 10:00 a.m. - 2:30 p.m.
1. ADJOURNMENT

