**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT**

**EXECUTIVE BOARD MEETING**

**Tuesday, May 21, 2019 at 10:00 a.m.**

**MRPC Building - 4 Industrial Drive**

 **St. James, MO 65559**

**Call to Order**

Brady Wilson called the May 21, 2019 meeting of the Ozark Rivers Solid Waste Management District Executive Board Meeting to order at 10:07 a.m.

**Welcome**

Chairman Wilson welcomed everyone to the meeting.

**Members Present:** Brady Wilson,Anne McClay, Arthur Cook, Troy Porter, Mark Wallace, Darrell Skiles, Craig French, and Vic Stratman.

**Members Absent:** Steve Vogt, Gary Gilliam, Brad Nash, Jim Holland and David Sansegraw.

**Staff and Guests Present:** Tammy Snodgrass, Jill Hollowell, Bonnie Prigge, Linda Carroll and Kathryn Hawes.

**Approval of Agenda**

There was a request to begin the meeting with item VIII on the agenda. Craig French made a motion to approve the change in order of items on agenda for the meeting. Vic Stratman seconded the motion. All members present voted “aye”.

**Review and Approval of Meeting Minutes**

It was noted that Rick Kempker’s name was incorrectly spelled as Kempler. Vic Stratman made a motion to approve the minutes of the Feb. 26, 2019 meeting with the noted change. Darrell Skiles seconded the motion. All members present voted “aye”.

**District Grant Call Declined Funds Report**

Jill Hollowell provided the board with a request for the reallocation of funds after two projects declined funding totaling $24,778. The request was to reallocate those funds to the following 2019 approved, district-wide grants: K2019-004 special collections, K2019-005 community outreach and assistance and K2019-007 environmental education and outreach.

Mark Wallace made a motion to approve the reallocation of the declined funding. Craig French seconded. All members present voted “aye”.

Ms. Hollowell reported that the recent collections in Dixon, Owensville and Potosi resulted in the collection of 11.77 tons of tires and electronics.

**Grant Actions and Requests**

Ms. Hollowell reported that all reporting requirements have been met and requests for grant closure and release of funds for the following grant projects:

1. K2017-003 - Household Hazardous Waste
2. K2018-009 - Dixon High School Key Club
3. K2018-010 - Keeping It Clean Maries County
4. K2018-014 – The Community Partnership Resale Shop

Vic Stratman made a motion to approve the requests for closure and release of funds. Craig French seconded. All members present voted “aye”.

Ms. Hollowell reported on the MO Roots Event Recycling project funded through K2017-005 community outreach and support fund. She stated 1,200 people attended a four day event in Steelville and the recycling enthusiasm of the crowd resulted in minimal contamination. There was a savings from the original grant budget due to the support of a former ORSWMD sub-grantee, Wallis Companies, who loaned and delivered its recycling trailer to the event. The group also purchased ten bins at a much lower cost than was estimated - $830, rather than the original request of $1,160. Ms. Hollowell informed the board that when the group contacted her about the cost savings and requested using the unspent money for purchasing recycling signage, which was not included in the original request, Ms. Hollowell authorized the purchase of nine signs for $135. She wanted to make this additional purchase known to the board as an example of how projects often need to make these types of adjustments to assure project success.

Chairman Wilson noted that event recycling is very challenging and signage is critical. He added that moving forward he feels similar requests should include signage.

**Community Outreach and Support Fund**

Two new funding requests, and proposed wording, were reviewed by the board.

* University of Missouri Extension in Dent County

Request: an amount up to $610 for expanding an existing tool library with some specialty materials for inoculating mushroom logs. Loaned materials require a deposit and Missouri extension service staff will facilitate the loan program. This requested amount may also include additional needs such as personal protection equipment.

Comments on this request included concerns that it would be sharing equipment but not repurposing as they would likely be buying new tools. There were also concerns that it does not fit the ORSWMD goals or if DNR would even approve the request. Ms. Hollowell stated that she felt that the aspect of sharing has been lost and this could also be an opportunity for positive exposure for ORSWD activities. She also stated that the project at Onondaga Cave had a tool library approved for their repurposing workshops.

Craig French made a motion that DNR be contacted for their input prior to the board considering this proposal. Darrel Skiles seconded. All members present voted “aye”.

* St. George Catholic School of Herman

Request: an amount up to $800 for the purchase of 12 classroom recycling bins, to replace existing classroom bins, plus hallway and lunchroom bins. This project may also include additional costs, such as signage, to assure its success.

Darrell Skiles made a motion to approve the request. Vic Stratman seconded. All members present voted “aye”.

**2020 Grant Call Application Packet**

The board was provided with a draft of the 2020 grant application and ranking sheet to review. Revisions include:

* Page 4 – applicant is asked to contact an ORSWMD board member to inform them of the project’s scope
* Page 10 – expanded other areas for verification, such as E-Verify
* Page 19 – lowered points on #2 and #5 under criteria and expanded some descriptions
* Page 21 – item #18, 10 points were added if documentation is submitted as proof of contact with an ORSWMD board member
* Other areas that are highlighted are revisions needed due to grants being uploaded electronically

Arthur Cook made a motion to accept the grant packet as presented. Darrell Skiles seconded. All members present voted “aye”.

Ms. Hollowell stated that the grant round opens July 1.

**Financials**

Linda Loughridge presented financials for both ORSWMD operations and grants for the month ending March 31, 2019.

Craig French made a motion to approve the March 31, 2019 financial reports as presented. Mark Wallace seconded the motion. All present voted “aye”.

**FY 2020 District Bid Evaluation and Approval**

Chairman Wilson reported that the officers met just prior to this meeting to evaluate the district administration and operation bids. Only one bid was received and that was from MRPC. He recommended that the board accept the proposal for the period July 1, 2019 through June 30, 2020.

Vic Stratman made a motion to approve the bid. Arthur Cook seconded. All members present voted “aye”.

**FY 2019-2020 Draft Budgets and Administrative Contracts**

Ms. Loughridge presented proposed budgets for both ORSWMD operations and grants for period July 1, 2019 through June 30, 2020. Two line items increased: annual dinner, due to growth in participation and supplies, due to an increase in the cost of annual awards. Areas decreasing in cost were graphic and outside print and conference expenses. Printing costs decreased as the SWAB report will be printed internally at a much lower cost.

Vic Stratman made a motion to approve the FY19/20 budget. Craig French seconded. All members present voted “aye”.

2019/2020 administrative contracts for technical assistance and plan implementation were also presented for review and approval.

Darrell Skiles made a motion to approve the contracts as presented. Craig French seconded. All members present voted “aye”.

**FY 2019-2020 District Operations and Plan Implementation Grant Application Review**

Board members were provided with copies of the district operations and plan implementation grant applications for review and approval.

Vic Stratman made a motion to approve the grant applications as presented. Darrell Skiles seconded. All members present voted “aye”.

**Chairman’s Report**

Chairman Wilson reported that the interim committee on solid waste management has been re-instated and asked the board for suggestions for representation on the committee.

Mr. Wilson noted that the recycling markets remain tough and that the Rolla Recycling Center is currently not accepting plastic film or plastic bags.

Chairman Wilson informed board members that Craig French has agreed to be the alternate voting member on the state advisory board should he not be able to participate in a meeting.

A slate of officers has been compiled for approval at the June Full Council meeting:

 Brady Wilson – chairman

 Darrell Skiles – vice chairman

 Craig French – secretary

 Steve Vogt – treasurer

Additional nominations from the full council will be accepted at that time.

Chairman Wilson reported that the Missouri Product Stewardship Initiative had requested of letter of support. The executive board received ballots for voting after the last board meeting and the board approved to sign a letter in support of this initiative. The goal of the group is to promote responsibility among producers to reduce waste and take responsibility for materials at end of life.

Discussion on pharmaceuticals emphasized concern as they are often flushed and end up in water treatment plants. Each county in the district has drop-off locations which accept expired or unused medications, many of which are located in police and sheriff departments. Cities and counties have also held special events for individuals to drop-off pharmaceuticals. The board was provided with a list of area city and county law enforcement offices that accept unneeded medication. It was noted that law enforcement disposes of the medication by sending it to be incinerated where filters/scrubbers are hopefully in place to reduce an environmental impact.

**City and County Updates**

Chairman Wilson reported that he would like to see another HHW site in another county.

**Other Business**

Ms. Hollowell welcomed Troy Porter, a new member on the board and asked him to make a few remarks.

Mr. Porter stated he was a board member at the Dixon Area Caring Center (DACC), which is a re-sale shop and recycling center. The center does have some issues with contamination due to trash being dumped into the containers; however, they have a couple of good employees who do a good job of sorting the materials. They currently accept cardboard, plastics, metals and textiles. He noted that they have signage but perhaps could use more. Ms. Hollowell shared the DACC flyer that was recently published.

Bonnie Prigge suggested the Hartmann egg carton plant in Rolla would be a good tour for the board.

Ms. Hollowell informed the board that Stan Slaughter would be presenting a composting presentation at the Rolla city council meeting on June 17.

Kathryn Hawes, MRPC, was introduced. Some of the projects Ms. Hawes will be involved with include the illegal dump program, the surveillance camera and conducting flow studies.

Ms. Hollowell asked if any county was interested in having their illegally dumped tires collected and

she reported that Washington County had 31.75 tons of tires were collected this month. Darrell Skiles thought Dent County would need a pick-up and he would also contact the Forest Service as well. Ms. Hollowell added that with Champlin, manpower is not needed to load the tires. She also reminded the board that none of the tires for collection can come from county vehicles; they must all be illegal dumped tires, unless the county pays for disposal of the tires they have generated.

**Upcoming Meetings and Conference**

* + Full Council meeting: June 18th at 10:00 a.m. Tour of the St. James Winery/Public House grant project through EIERA, meeting to follow onsite with an optional lunch (Dutch treat) at noon.
	+ Annual grant review on Sep. 17th from 10:00 a.m. – 3:00p.m.
	+ MORA Conference: Sept. 23-25 in St. Louis, Missouri
	+ Executive Board: Oct. 1st from 10:00 a.m.
	+ Full Council meetings: Dec. 3rd at 5:30 p.m. with banquet to follow

**Adjournment**

There being no further business, Vic Stratman made a motion to adjourn. Darrell Skiles seconded the motion. All present voted “aye.” The meeting adjourned at 11:34 a.m.

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 Chairman, Brady Wilson Date

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 Attest Date