**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT**

**EXECUTIVE BOARD MEETING**

**Tuesday, March 10, 2020 at 10:00 a.m.**

**MRPC Building - 4 Industrial Drive**

 **St. James, MO 65559**

**Call to Order**

Brady Wilson called the March 10, 2020 meeting of the Ozark Rivers Solid Waste Management District Executive Board Meeting to order at 10:05 a.m.

**Welcome and Introductions**

 Chairman Wilson welcomed everyone and introductions were made around the table.

**Members Present:** Ray Mortimeyer, Arthur Cook, Darrell Skiles, Mark Wallace, Steve Vogt, Vic Stratman, Brady Wilson, Craig French, Anita Ivey and Gary Gilliam.

**Members Absent:** Jim Holland, Shane Anselm, Troy Porter and Dave Sansegraw.

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

**Approval of Agenda**

Darrell Skiles made a motion to approve the agenda for the meeting. Ray Mortimeyer 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 Oct. 1, 2019 meeting. Craig French seconded the motion. All members present voted “aye”. Ray Mortimeyer abstained as he was not in attendance at the October meeting.

**Finance Report**

Tammy Snodgrass presented financials for both ORSWMD operations and grants for the month ending Feb. 29, 2020.

Darrell Skiles made a motion to approve the Feb. 29, 2020 financial reports as presented. Craig French seconded the motion. All present voted “aye”.

Ms. Snodgrass also presented revised budget for July 1, 2019 through June 30, 2020.

Ray Mortimeyer made a motion to approve the revised budget as presented. Steve Vogt seconded the motion. All present voted “aye”.

**Approval of Grant Reqeusts/Determinations**

Jill Hollowell presented grant closures and requests for release of funds for the following projects:

* 1. K2018-006 MRPC - Illegal Dump, as long as all obligations of the grant are met, release retention of $6,592.80 and return remaining funds to the district.
	2. K2018-013 Tacony Manufacturing - Release retention of $2,394; all funding declined, $15,960.
	3. K2019-009 The Community Partnership - release retention of $1,380.15, return $.41 to the district; all grant obligations have been met.
	4. K2019-017 City of Rolla, release retention of $1,064.25 and return $486.94 to the district; videos and outreach have been completed.

Arthur Cook made a motion to approve the grant closures and release of funds for the projects listed above. Craig French seconded. All present vote “aye,” with the exception of Brady Wilson who abstained.

Ms. Hollowell presented a request for a grant extension through Dec. 31, 2020 for the City of Waynesville. They have received all of their bins and labels as well as fridge magnets and a brochure.

Gary Gilliam made a motion to approve the extension for the City of Waynesville. Craig French seconded. All present voted “aye.”

Ms. Hollowell presented a request for reallocation of declined funds for the following projects:

1. K2018-013 Tacony Manufacturing ($15,960)
2. K2019-014 Onondaga State Park/Carney Dirt ($9,000)

Ms. Hollowell and Tammy Snodgrass reviewed the district wide grants (see Attachment A), specifically those projects having received reduced funding. It was suggested that the Environmental Education and Public Awareness grant could use some additional funding.

Members of the committee suggested being pro-active and adding funds to the Community Outreach and Assistance Fund. With the direction that recycling is headed, it’s likely more organizations will be needing assistance.

Ray Mortimeyer made a motion to add $10,960 to the Environmental Education and Public Awareness grant and the remaining $14,000 to the Community Outreach and Assistance Fund. Gary Gilliam seconded. All present voted “aye.”

**Staff Activities**

Illegal Dump Activities

Kathryn Hawes, MRPC, reported on a recent illegal dump clean-up and provided a slide show showing before and after photos. Assisting in the clean-up were 60 volunteers from the Mo-Moto UTV riders club, members of MU Extension and the forest service along with 12 MRPC volunteers. The group collected 60 plus tires and four to five truck tires that were pulled from a pond. The group filled three, 30-yard dumpsters from the four areas the group cleaned-up. A camera was placed on an area that didn’t get cleaned-up.

Ms. Hawes informed the committee that the Mo-Moto group has contacted her to plan a fall clean-up. They indicated they want to become stewards of the area conducting ride-throughs to keep an eye on the area.

She also reported that cameras placed on an illegal dump in Pulaski County have captured images of two people setting fire to couches. The information has been provided to the Pulaski County Sheriff.

One member mentioned a site where there were 200 tons of shingles that could be crushed for road material. Chairman Wilson pointed out that if the shingles were pre-1980, there would be a risk of the material containing asbestos.

Legislative Review

The Legislative Review Team discussed SB 771 and crafted a response for consideration by the Solid Waste Advisory Board (SWAB). The intent was to develop a draft position so that SWAB could render an opinion on pending legislation.

The group reviewed comments on SB 771 collected by SWAB and planners.

The SWAB reviewed and discussed HCR63 and HB 2248 as well.

SB 771 - This act modifies provisions relating to solid waste management districts.

The SWAB **supports** this legislation with the following suggested changes.

The act requires that if a county applies to the Department of Natural Resources to be placed with another regional grouping of solid waste management districts, the county must be placed with a regional grouping adjacent to the county.

*Gary Gilliam made a motion that the ORSWMD supports the above suggested change. Craig French seconded. All present voted “aye.”*

The Solid Waste Advisory Board (SWAB) is in agreement with this statement and suggested removing the option to create a new regional grouping of districts.

Under current law, the Department of Natural Resources shall conduct a performance audit of grants to each solid waste management district at least once every 5 years. This act states that audits of no more than 10% of grants to each district shall occur as deemed necessary by the Department based upon district grantee performance.

The SWAB requests that performance audits be limited to one per every 5 years per district and limits the review to not more that 10% of active grants.

*Ray Mortimeyer made a motion to approve recommending audits be limited to one per every five years per district and limit the review to not more than 10% of active grants. Gary Gilliam seconded. All present voted “aye.”*

Currently, $200,000 from the Solid Waste Management Fund may be allocated to certain solid waste management districts. This act repeals this provision.

Hold harmless funds are currently being allocated by MDNR to districts. The review team does not believe that eliminating hold harmless funds and distributing them to minimally funded districts will advance solid waste management as a whole. The team proposes keeping this provision.

*Ray Mortimeyer made a motion to that District K agrees that minimum funded districts should be increased to $120,000 per year as long as no districts’ funding is negatively impacted. Steve Vogt seconded. All present voted “aye.”*

Currently, certain solid waste management districts are minimally funded at $95,000 a year. This act changes the amount to $120,000 a year.

The SWAB supports increased funding to minimally funded districts, however, reducing funding to 6 districts in order to increase funding to 7 districts is not an acceptable solution. The team does not support funding districts in this manner.

*Discussion repeated what was decided regarding hold harmless funds-the district agrees that minimally funded districts should be increased to $120,000 per year as long as no districts funding is negatively impacted.*

Under current law, no more than 50% of revenue allocated to solid waste management districts shall be used for the implementation of a solid waste management plan and district operations. The act changes the amount to no more than 25% only for district operations. Current law states that at least 50% of the revenue shall be allocable to the districts. The act changes the amount to 75% for implementation of a solid waste management plan and grants or projects serving the districts. Additionally, the act requires such money to be allocated to districts on a quarterly basis from August 28, 2020, until August 27, 2025.

SWAB proposes two options for Districts to consider.

1. Change the administrative cap to 35% for all Districts.
2. Create a sliding scale for administrative caps:
	* Districts receiving $0 - $200,000 – 50% cap
	* Districts receiving $200,001 – $500,000 – 40% cap
	* Districts receiving over $500,000 – 35% cap

Districts are encouraged to provide comments and reach a conclusion on which proposal(s) they could support.

*Gary Gilliam made a motion to propose creating a sliding scale for administrative caps and strongly opposes reducing administration to 25 percent. Craig French seconded. All present voted “aye.”*

The SWAB supports immediately allocating money on a quarterly basis.

*Ray Mortimeyer made a motion to support immediately allocating money on a quarterly basis. Gary Gilliam seconded. All present voted “aye.”*

The act repeals a provision stating that the Department and the Environmental Improvement and Energy Resources Authority shall conduct sample audits of grants.

The SWAB requested additional information before rendering an opinion.

*District K discussion supported EIRA retaining authority to audit grants issued by and for which EIERA is responsible. But if this section in the law refers to EIERA auditing district grants, District K supports its removal.*

Under current law, the Department has 30 days to review grant applications. The act changes this time to 10 days. Solid waste management districts then have an additional 30 days to respond to the Department's request for additional information to evaluate grant applications. The act changes the response time to 10 days. The Department then has 30 days to either approve or deny the grant application. The act changes this response time to 10 days.

The SWAB does not support changing the 30 day response time to 10 days for the Department and the Districts. Many members believed that a 10 day turnaround could be restrictive if multiple grants were submitted simultaneously.

There is some confusion as to what documents are required to be reviewed by DNR before approval. There was significant debate over whether the Districts are responsible for approving grants or whether DNR is responsible for approving grants. Any language that clarifies this would be helpful.

The SWAB review group was generally, but not unanimous in their support of the following changes:

Grant review: Under current law, Districts review and approve grants and DNR should perform a procedural check. DNR currently is reviewing and approving grants instead of performing a procedural check. Write this into law by specifying that DNR “only” reviews the procedural matters. District shall submit “only” supporting information.

Eliminate the requirement that districts submit “appropriate forms with the grant application” and specify the documents that are required.

* Replace “grant application” with “information”. Possibly need to specify what information means. *(This section is based on the law requiring DNR to only check for three requirements. The group is split on whether DNR should only check three items, or conduct a second review of grants.)*

*Arthur Cook made a motion to leave the timeframe to review grant applications at 30 days. Steve Vogt seconded. All present voted “aye.”*

Finally, if a solid waste management district receives an unfavorable decision on a request submitted to the Department, the district may send such request to the Solid Waste Advisory Board. Such request may be appealed to the Administrative Hearing Commission upon at least 2/3 of the members of the Board representing solid waste management districts, excluding the members of the Board appointed by the Program Director of the Solid Waste Management Program, voting to approve such appeal at the Board's next regular meeting.

*Gary Gilliam made a motion to support the above change in policy. Ray Mortimeyer seconded. All present voted “aye.”*

The SWAB is supportive of this change in policy.

The SWAB did not object to any of the other revisions in SB 771.

**HCR63 – Establishes the Joint Committee on Solid Waste Management District Operations.**

The SWAB **supports** this legislation because it provides an opportunity to advance solid waste solutions in a positive and collaborative manner.

*Steve Vogt made a motion that the ORSWMD support HCR63. Craig French seconded. All present voted “aye.”*

**HB 2248 – Changes provisions governing solid waste management districts.**

The SWAB **opposes** this legislation because professional management of solid waste diversion programs would cease to be a priority in Missouri through the elimination of the Solid Waste Management Districts, grant programming and local expertise.

*Gary Gilliam made a motion that the ORSWMD oppose HB 2248. Ray Mortimeyer seconded. All present voted “aye.”*

MDNR Annual Report

Jill Hollowell provided a summary of the annual report noting that the full report will be available via email upon request.

Darrell Skiles made motion to approve the annual report as presented. Craig French seconded. All present voted “aye.”

Ms. Hollowell reviewed the 2020 goals for the district in preparation for the 2021 grant round.

Special Waste Contract

Ms. Hollowell informed the committee that MRPC has accepted the bid from MRC collecting electronics at special collection events and would be contracting with them for those services.

Product Stewardship Initiative

Ms. Hollowell stated she emailed information on the Paint Stewardship Summit and noted that flyers were available for distribution.

HHW Budget Adjustment for K2018-003

Ms. Hollowell noted the need for a budget line-item adjustment for this project. The executive committee will be asked to approve the determined amount and the board may affirm it at the May meeting.

Ms. Hollowell provided a calendar of upcoming events in the district.

Community Outreach and Support Fund Requests

Ms. Hollowell presented the following two requests for funding:

* St. James Caring Center is requesting $5,250 (including installation costs of $1,000) for a textile baler. They are currently manually bagging their textiles, costing them approximately $10,000 in paid labor. The board asked for more information about the request to include:
	+ - Is the Center receiving money for the textiles and is it worth the drive?
		- What type/size of baler are they requesting and can it be used for anything else?
		- It was suggested that more information be requested from the Center as to labor costs, baler costs, what they are spending now and transportation costs.
		- It was also suggested that the Phelps County Sheltered Workshop be contacted regarding their baler. Are they using it or would they be willing to sell it?

 Staff will obtain additional information from St. James Caring Center and submit provided information to the executive committee for review and funding determination.  The executive committee’s determination will be presented at the May executive board meeting.

* Bonebrake Nature Center of Salem is requesting $330.35 for a summer compost program. They would like to set up a small demonstration area for composting and conduct classes through the Center to educate high school agriculture groups and local schools. The requested amount covered only the cost of materials. Ms. Hollowell suggested increasing the request to $500 to allow for additional funding to cover outreach to the schools.

Gary Gilliam made a motion to approve the request at $500 upon receiving an adjusted budget. Arthur Cook seconded. All present voted “aye.”

**Chairman’s Report**

Chairman Wilson reported that the recycling markets are tough at this time but stated that there are viable markets. He noted that the Rolla Recycling Center does get the occasional reject of bales due to contamination. He added that the mill can still use the material, but they don’t want to pay for it.

 **City and county Updates**

 No reports were given.

**Upcoming Meetings**

Executive Board meetings at 10:00 a.m. on May 12 and Oct. 6.

 Full Council meetings at 10:00 a.m. on June 16 and at 5:30 p.m. on Dec. 1.

Review of 2021 grant applications will be held Sept. 15 from 10:00 a.m. – 3:00 p.m.

**Adjournment**

Being no further business, Gary Gilliam made a motion to adjourn. Arthur Cook seconded the motion. All present voted “aye.” The meeting adjourned at 12:21 p.m.

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 Chairman, Brady Wilson Date

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 Attest Date

**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT**

**EXECUTIVE BOARD MEETING**

**REVISED AGENDA**

**Tuesday, March 10, 2020 at 10:00 a.m.**

**MRPC at 4 Industrial Drive, St. James, MO**

1. CALL TO ORDER - Brady Wilson, Chairman
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES – from the meeting on October 1, 2019
4. FINANCIALS
* Staff will provide review of financial reports.

1. APPROVAL OF GRANT REQUESTS/DETERMINATIONS
2. Request for grants closures and release of funds held in retention for the following projects as long as all obligations of the grant are met:
	1. K2018-006 MRPC - Illegal Dump, as long as all obligations of the grant are met, release retention of $6,592.80 and return remaining funds to the district.
	2. K2018-013 Tacony Manufacturing - Release retention of $2,394; all funding declined, $15,960
	3. K2019-009 The Community Partnership - release retention of $1,380.15, return $.41 to the district
	4. K2019-017 City of Rolla, release retention of $1,064.25 and return $486.94 to the district.
3. Request for Grant Extensions through December 31, 2020
	1. 2019-016 City of Waynesville
4. Requests for reallocation of declined funds, (see Attachment A)

The board will determine if de-obligated funds as listed below totaling $24,960 will be directed to current projects or if monies should be returned to the district.

* 1. K2018-013 Tacony Manufacturing ($15,960)
	2. K2019-014 Onondaga State Park/Carney Dirt ($9,000)
1. STAFF ACTIVITIES
2. Staff will report on implementation projects and grant activities
	1. Illegal Dump Program Activities
	2. Legislative Review
	3. MDNR Annual Report
	4. Targeting Projects for 2021 Grant Round
	5. Special Waste Collection Contract for 2020
	6. Product Stewardship Initiative – March 24th and 25th in St. Louis
	7. HHW Budget Adjustment for K2018-003

 STAFF ACTIVITIES (continued)

1. Community Outreach and Support Fund Request– Staff

The board will review grant requests submitted outside of the annual grant call.

1. St. James Caring Center – request for a textile baler
2. Bonebrake Nature Center of Salem – summer compost program.

1. CHAIRMAN’S REPORTON CURRENT TRENDS AND ACTIVITIES.
2. CITY AND COUNTY UPDATES
3. Board members to report on waste reduction activities and needs in their jurisdictions.
4. UPCOMING MEETINGS/EVENTS/WEBINARS

Executive Board meetings at 10:00 a.m. on May 12th, and Oct. 6th

Full Council meetings at 10:00 a.m. on Jun 16th and at 5:30 p.m. on Dec. 1st

Review of 2021 grant applications will be held Sept. 15th from 10:00 a.m. - 3:00 p.m.

1. ADJOURNMENT

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