**OZARK RIVERS SOLID WASTE MANAGEMENT DISTRICT**

**EXECUTIVE BOARD MEETING**

**Tuesday, March 14, 2023 at 10:15 a.m.**

**Los Arcos Mexican Restaurant**

**Rolla, MO**

**Call to Order**

Brady Wilson called the March 14, 2023 meeting of the Ozark Rivers Solid Waste Management District Executive Board Meeting to order at 10:45 a.m. The meeting was held in-person at the Los Arcos Mexican Restaurant in Rolla.

**Members Present:** Vic Stratman, Brady Wilson, Gary Larson and Troy Porter.

**Members Absent:** Cody Leathers, Arthur Cook, Greg Parker, Jim Holland, Jesse Geltz, Steve Vogt, Glen Smith, Gary Gilliam and David Sansegraw.

**Staff and Guests Present:** Jill Hollowell, Tammy Snodgrass, Kathryn Hawes and Linda Carroll, MRPC. Guests present were Pete Cruz and Robert Shultz from Fort Leonard Wood, John Butz, Rolla city administrator, and Michael Hoevel from Hartmann US, Inc.

**Approval of Agenda**

Troy Porter made a motion to approve the agenda with noted additions. Vic Stratman seconded the motion. All present voted “aye.”

**Approval of Minutes**

Vic Stratman made a motion to approve the minutes. Troy Porter seconded the motion. All present voted “aye.”

**Financials**

Tammy Snodgrass presented financials for month ended Feb. 28, 2023. She reported that with 66% of the year expired, expenses are at 48%. Revenues over expenditures is $719.50, which is from interest earned.

On the operating side, Tammy reported that with 66% of the year expired, the percentage of revenues received/expended was at 58%. It was noted that the organization has received some donations for Earth Day, but they have not yet been processed. Tammy also pointed out that the annual dinner cost was showing as a deficit and said it was due to rental of an off-site hall for the event.

Troy Porter made a motion to approve the financials ending Feb. 28, 2023. Vic Stratman seconded. All present voted “aye.”

**Approval of Grant Requests/Determinations**

A request for grant closures and release of retention for the following projects when all grant obligations are met:

* 1. K2021-007 - MRPC Environmental Education and Public Awareness: requesting grant closure as all obligations were met, retention was released at the September 27, 2022, meeting. *All funds have been spent down.*
	2. K2021-006 - MRPC Illegal Dump Clean Up: release retention in the amount of $5,086.79 with grant closure. *All funds have been spent down.*
	3. K2021-008 - Dixon High School Recycling and Composting Activities: release retention in the amount of $1,764.82 with grant closure and return unused funds to the district. *Still processing.*
	4. K2022-013 - Scenic Rivers Ind.; release retention in the amount of $7,087.35 with grant closure. *Every dollar was spent.*

Vic Stratman made a motion to approve the above grant closures and release of retention after all obligations of the grants are met. Troy Porter seconded the motion. All present voted “aye.”

Request for the board to affirm the executive committee’s action on a grant budget revision and extension.

K2022-012 – Missouri Extension Service, Reducing Food Waste Through Meal Prep Course- approve to revise the current grant budget and extend the project through June 30, 2023.

Troy Porter made a motion to approve the revised budget and extension of the above grant through June 30, 2023. Vic Stratman seconded. All present voted “aye.”

**2024 Grant Round Application**

Jill Hollowell explained how the grant review process worked and reviewed some recommendations for improving the grant evaluation process. She also mentioned the idea of holding an informal meeting to review, in more detail, how to review and score grants. Chairman Wilson suggested including a discussion on conflict of interest and when a reviewer should abstain from voting.

Some of the recommendations for improving the grant scoring process include:

* + - 1. Review of the 2024 grant application and approval of revision to score “contacting a member” as a point value of either 0 or 10 points.
			2. Recommendations for a scoring criterion to describe ranking ranges for completeness.
			3. Rankings of applications and determining partial funding. This recommendation is due to actions taken in the 2023 grant round that uniformly reduced funding for all projects except for the lowest scoring project that was reduced by 50%. The board was asked to consider if a grant scoring above 90% should be decreased by the same percentage as a project scoring in the mid 80%.

There was some discussion about basing the reduction on the return of investment or crafting a policy where higher scoring applications received preferential funding. There was one suggestion to use a 20% reduction in funding for those applications scoring 80-90% but it was noted that there still needs to be some flexibility. Chairman Wilson agreed. Jill said she would reach out to other districts to see what they do and will report back to the board at the May meeting.

Pete Cruz from Fort Leonard Wood asked if there were any programs to help Fort Leonard Wood gain funding, especially for training and education in the area of solid waste management. He said the Fort gets some funding, but many times it’s not enough to provide educational materials. Jill said there may be something that can be done to address this issue, especially for the outlying communities. Pete said he would like to rekindle the relationship between the Fort and the surrounding communities. Jill suggested they set up a meeting to discuss the issue in further detail.

Jill asked if any of the committee members present were interested in being a part of the grant review committee. The grant review will take place on Sept. 12 from 10:00 a.m. to 3:00 pm. Grant applicants may attend the morning session to present their projects. Jill noted that there are usually five or six members on the review committee. Chairman Wilson said he’s enjoyed being on the review committee and having the ability to have input into the decision-making process. This grant round will open July 1.

**Discussion on Disbanding the Full Council**

Tammy explained the on-going issue that the Full Council, the larger body of the ORSWMD which meets twice per year, has not had a quorum at its meetings in over 20 years. It is a large board, with two representatives from every county (14), one representative from Fort Leonard Wood, and a representative for every city with a population of 500 or more (18) for a total of 33. The quorum requirement for the Full Council is 17. Other solid waste management districts have discontinued their full councils and MDNR has stated that the full councils were intended to be just for the formation of the districts and that they can be eliminated once the districts are up and running if the district so chooses. Other districts have disbanded their full councils and just operate with smaller executive boards. Those full council members who wish to remain active with the district could be recruited for the executive board, grant review committee or advisory committee. The executive board is made up of one county and one city representative from each county plus the representative from Fort Leonard Wood for a total of 15. This is a quorum requirement of eight. Chairman Wilson supports disbanding the full council and Vic Stratman and Troy Porter agreed that getting a quorum is hard.

Troy Porter made a motion to disband the full council. Vic Stratman seconded. All present voted “aye.”

Tammy said she would present revised bylaws for review at the May meeting and would be contacting the full board members regarding the change.

**Staff Activities**

Legislative Review – Tammy Snodgrass

Tammy presented an overview of the following bills to watch this session:

* HB909 and SB590 – These bills would require approval from surrounding communities before a new landfill can be built.
* HB93 – This bill would extend the buffer zone to 1,000 feet for new transfer stations.
* HB772 – This bill would repeal the law that said cities couldn’t ban plastic bags.

 She also mentioned that the tire fee, which is paid upfront when tires are purchased, will be expiring in 2025.

One final bill she mentioned was HB880, the Paint Stewardship bill. This bill covers latex and oil-based paints and supported by the paint companies. A small surcharge will be paid by consumers when paint is purchased,

and any leftover paint can be return to the store for recycling. Tammy asked the board if they would like her to draft a resolution of support for the bill to provide to the district’s legislators. Chairman Wilson said he would be thrilled to see this bill go through and said he thinks a letter of support is a good idea. Gary Larson said he could deliver the letter to the capitol when he goes there in April.

Vic Stratman made a motion to support the Paint Stewardship Bill and provide a letter of support to the district’s legislators. Troy Porter seconded. All present voted “aye.”

Jill mentioned that at the May meeting, she will be presenting a proposal to approve increasing the funding for product stewardship from $600 to $1,000.

Inventory Assessment Survey – Jill Hollowell

Jill spoke about the inventory assessment survey she will be distributing to cities and counties and said she would be asking for help from the board members to complete the surveys. The surveys look at what recycling services and trash hauling contracts a city/county is using and how yard waste is handled.

MRPC Grant Projects – Kathryn Hawes

Kathryn reported there was one illegal dump clean up in November 2022 and two in February 2023. She also mentioned the one held this past weekend where 66 military volunteers collected 200-300 tires.

She said Trashasaurus Rex has been getting out to more events and is collecting more followers on social media.

Kathryn said she just finished the library curriculum for the summer reading program. Participants will read a book and then finish the program with a small craft project.

Concluding her report, Kathryn mentioned that Earth Day submissions are due this Friday.

Chairman Wilson added that the camera program has been very helpful at the compost site and said he is looking into purchasing a camera. Kathryn said with the increase in illegal dumps, the cameras have been in almost constant use throughout the year.

Community Assistance and Outreach Fund

Jill presented a proposal from the Rolla Public Library for the purchase of a book covering machine that allows the plastic covering material to be recycled with plastic film or reused for covering smaller books and needed supplies. She said they are strictly requesting equipment and supplies.

Chairman Wilson said it could be considered waste reduction or recycling since the covers could be reused or recycled. Jill added that the library would be obligated to provide education on the project such as displays and posts on social media. The group had some concerns regarding the number of books targeted for recovering each year and the continuity of the program if new leadership comes in. Both Chairman Wilson and Vic Stratman felt more information was needed before a decision could be made. Tammy said they could go back to the library to gather more information and bring the request back to the board in May.

**Strategic Planning**

Discussion on the Rebranding of Ozark Rivers SWMD

Tammy reported that at the strategic planning meetings one of the ideas for bringing more recognition to the district was by rebranding/changing the name. She said the staff discussed the idea but determined it would be costly to change. Stationary, the website and all brochures would all have to be redone. There were also concerns about changing the name of an organization that had been in existence for over 30 years. She went on to state that rebranding makes sense for private business, but this is a quasi-governmental organization. Furthermore, she had been told by another solid waste district that there was a finding on their performance audit for changing the name of their district. Staff suggested referring to the organization as Ozark Rivers or using the acronym ORSWMD. The recommendation was made to keep the name and look at a logo redesign to make the organization more recognizable. Troy Porter said he saw now need to change the name. Chairman Wilson agreed saying it would be difficult to start all over.

Increasing Awareness of District

Staff requested input from the board on local events to attend throughout the district and which media venues in their areas are most popular. The board was reminded that staff was limited and would like to try to do something in each county. Some ideas were to participate in the Maries County Fair parade on Labor Day weekend and the Belle Fair parade in July. It was reported that Trashasaurus Rex would be participating in the St. Pat’s parade in Rolla. If anyone had any ideas, they were asked to send Jill or Tammy an email.

**Chairman’s Report**Chairman Wilson thanked the board for their support though the years and for their support with education and illegal dump clean ups. He said there was a real need for members to step up, especially in the area of officers, since he is retiring, and vice chairman Darrell Skiles has resigned.

Chairman Wilson asked Gary Larson if he would take on the role of vice chairman until the May meeting and Gary agreed. For the chairman position, Troy Porter was asked to act as interim chairman and he agreed. Jill said that Anita Ivey has agreed to step into the position of secretary.

Vic Stratman made a motion to appoint Anita Ivey as secretary, Troy Porter as chairman and Gary Larson as vice chairman. Gary Larson seconded. All present voted “aye.”

The board recognized Chairman Wilson for his work on the board and presented him with a certificate for his more than 10 years of service as the chair of ORSWMD and more than 20 years on the Ozark Rivers board.

**City and County Updates**

No updates were given.

**Announcement of Upcoming Meetings and Events**

**April 12th at 10:00 a.m.** - Virtual Panel: **Managing Leftover Paint in Missouri**. We’ll be joined by state and local government officials, retailers, and the American Coatings Association for a discussion on how PaintCare can benefit efforts to manage leftover paint. This is an exciting opportunity to learn from different perspectives and ask questions about how leftover paint management can be improved in Missouri. Contact Jill Hollowell to register for this virtual event at jhollowell@meramecregion.org or call 265-2993 ext. 109.

**2023 Meeting Dates at 10:00 a.m. unless noted:**

May 9 – Executive Board Oct. 10 – Executive Board

June 13 - Full Council - TBD

Dec. 5 - Full Council at 5:30 p.m. and annual awards banquet at 6:30 p.m. – TBD

**2023 Special Collections**

March 25 - Dixon High School June 10 - Brewer Science in Rolla

Sept. 9 – Salem Oct. 7- St. Robert

**2024 Grant Round**

July 26 - Grant workshop Sept. 12 - Grant review committee

**Adjournment**

There being no further business, Troy Porter made a motion to adjourn. Vic Stratman seconded the motion. All present voted “aye.” The meeting adjourned at 12:20 p.m.

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 Chairman, Brady Wilson Date

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 Attest Date