



STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

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David Held Erica Wright
Executive Director *Finance Director*

BOARD OF DIRECTORS MEETING MINUTES

Friday, September 2, 2016 @ 9:30am

Chairperson Everett asked prior to the start of the meeting for all those in attendance to share a story about Wayne County Commissioner Jim Carmichael who had recently passed away.

Chairperson Everett asked for the all Board Members and staff to go around the room and introduce themselves because of the new Wayne County Board Member, Commissioner Sue Smail.

Roll Call

Chairperson Everett called the meeting to order at 9:30am with the following present:

➤ **Board Members:**

Belle Everett, Chairperson, Tuscarawas County Commissioner
Ann Obrecht, Vice Chairperson, Wayne County Commissioner
Chris Abbuhl, Tuscarawas County Commissioner
Janet Weir Creighton, Stark County Commissioner
Kerry Metzger, Tuscarawas County Commissioner
Richard Regula, Stark County Commissioner
Sue Smail, Wayne County Commissioner
Scott Wiggam, Wayne County Commissioner

➤ **Staff Members**

Executive Director David Held
Finance Director Erica Wright
Board Secretary Rachel Rothacher
Recycling Coordinator Brett Pendleton

➤ **Absent:**

David Bridenstine, Stark County Commissioner

Approve Friday, September 2, 2016 Board of Directors Meeting Agenda

❖ **Resolution BOD-2016-36:** *Member Obrecht moved and Member Wiggam seconded a motion to approve the September 2, 2016, Board of Directors meeting agenda. The motion passed unanimously.*

BOARD of DIRECTORS

<u>Stark</u>	<u>Tuscarawas</u>	<u>Wayne</u>
David Bridenstine	Chris Abbuhl	Ann Obrecht
Janet Weir Creighton	Belle Everett	Sue Smail
Richard Regula	Kerry Metzger	Scott Wiggam

Approve Friday, July 1, 2016 Board of Directors Meeting Minutes

- ❖ **Resolution BOD-2016-37:** *Member Obrecht moved and Member Abbuhl seconded a motion to approve the July 1, 2016, Board of Directors meeting minutes. The motion passed unanimously. Member Metzger and Member Regula abstained from the vote.*

Public Speaks

There were no public speaks.

Policy Committee Report

- Policy Committee Vacancies
 - All the 21 volunteer Policy Committee positions are filled.
 - The next meeting on September 16, 2016, is the start of the new planning period.
- Plan Update
 - GT Environmental has completed the District's Plan every time except one year when the Ohio Environmental Protection Agency did the Plan and one year when District staff attempted to complete the Plan but found it was too much to manage and ultimately contracted with GT Environmental to finish the work.
 - The Plan will follow the new 4.0 Format rather than the previous 3.0 Format. The Ohio EPA intended to simplify the planning process, but it appears to be more complex.
 - The District will have a 10-year Plan (instead of a 15-year Plan). The resulting 15-month planning period allows the Plan to be more up-to-date and timely.
 - Revenue fluctuations make it difficult to project the budget for more than three years out, and a three-year Plan Update is much less work because Plans stay mostly the same with just minor adjustments so it is easier to reach agreement.
- Materials Management Advisory Council (MMAC) Update
 - The District Plan must fit within the parameters of State Plan, which is developed by MMAC.
 - This year, the Council is composed of a lot more members from the private sector; the Chairperson is an employee from a Construction and Demolition Debris company and the Vice Chairperson is Kathy Trent from Waste Management.
 - MMAC identified opportunities for improvement as: consolidating the Planning Period to ten years, strengthening overall organics processing infrastructure, continue to explore waste-to-energy barriers and potential incentives, build recycling programs that can withstand market fluctuations, and continue efforts to expand glass collection and processing.

Finance Director's Report

- Estimated Revenue vs. Actual Revenue
 - District Revenue is down a little bit from the year before (\$2,418,765.20 compared to \$2,757,819.55) but is pretty much right on track with projections.
 - Out-of-district tipping fees are down from what was projected, but it is only July so it may be early to tell.

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- As of the July Kimble Recycling and Disposal invoice, the District is paying \$1.29 per ton for the processing of the commingled recyclables instead of receiving recycling revenue due to market fluctuations. The District has paid as much as \$20.19 per ton and been paid as much as \$1.17 per ton.
- As of July, the paper markets have improved, so the District is receiving a little more than the floor price for paper, but it is still less than the year before.
- Budgeted vs. Actual Expenses
 - All grant types combined equal over \$1,289,000 so far (40% of the budget).
 - Total expenses so far are up about 22% from prior year but some big expenses fluctuate or aren't reoccurring (like the Road Repairs).
 - Overall, the District is still in really good shape for the year.
 - The Road Repair Requests were approved in the second half of the 2015, but the projects weren't completed until the spring and summer of 2016.
- Current Cash Position
 - The net loss in the Tipping Fee Fund (\$833,000) is partially attributed to some of the grants being frontloaded, so it will even out, but the District will still spend some of what is in the reserve at the year's end.
 - All the programs that the District is implementing have been budgeted for.
- Tipping Fee Revenue Update
 - Across the board, the landfills are taking in less volume this year compared to last (11.37% less as of this same time last year).
 - It might be too early to tell, but it looks like the District will receive \$300,000 less than the budgeted amount.
- 2015 Total Tipping Fee Fund Expenses Pie Chart
 - Drop-off Recycling is 37% of expenses.
 - \$2,763,149 or 68% of expenses goes directly towards primary State Plan Goal #1 (90% of the residential population in each county has access to recycling opportunities), which the District is required to meet, so if the budget got cut in half like it did in 2009, as long as there was enough funding for these programs, everything else could be reduced or eliminated and the District would still be in compliance with the Plan.
 - The payroll and benefits of District employees makes up \$829,779 or 20% of expenses.
- June 30, 2016 Investment Report
 - Interest earned is higher because the current weighted yield is higher this year than last year.
 - Over half the District's money (\$3,106,617.84) is in the RedTree investments portfolio because it has the highest interest rate (1.28%).
 - Based on the last few years, interest rates have moved up very slowly, but Finance Director Wright doubts they would ever increase to the rates ten years ago.
- 2015 Auditor of State Award
 - Sixth clean audit in a row.
 - Finance Director Wright commented that it is good to know there are controls and policies in place and they are working the way they should.

Executive Director's Report

- Distribution of Grant funding awarded in 2015 (Total: \$2,034,552)
 - Road Repairs are not a typical line item. In 2015, this amount was higher because the District awarded funds to each county.
 - Recycling Makes Sense Grants are given to each one of the political subdivisions that have curbside recycling programs.
 - The Health Department Grants are awarded to inspect the landfills and other facilities.
 - The Sheriff Department Grants are awarded to manage dumping and assist with the drug takeback programs.
 - Program Startup Grants are awarded to implement new recycling programs or enhance existing ones.
 - Infrastructure Enhancement Grants are given to the private sector (like Earth N Wood or S. Slesnick Co.) to help enhance the District's recycling programs.
 - Host Community Cleanup Grants are awarded to help keep the drop-off sites clean.
 - HHW Education Grants were awarded in lieu of having an HHW collection program.
- Incentive for Community Curbside Programs
 - Louisville is the only municipality without a curbside recycling program.
 - Many Villages already contract for waste hauling, but Townships do not and it can be more challenging because many individuals prefer choosing their own waste hauler.
 - There is only one Township that contracts the waste hauling, Chippewa Township.
 - The District has reached out to several Villages about implementing curbside programs.
 - The District could award \$2,500 to conduct the bidding process for curbside recycling whether or not they move ahead with a company. This would allow the elected officials to see how much less it is and it gives them leverage to explore that option.
 - The District could also award a \$10,000 Program Startup Grant to actually implement the program.
 - The Ohio EPA would like funds earned through the Recycling Makes Sense Program to be reinvested in the curbside recycling programs, but what is observed is that some municipalities have collected so much money that they can't spend it all on their program. The District would allow communities to spend it on another general fund purpose once all recycling needs have been met and once they have satisfied all of their recycling program expenses.
 - The District also wants to incentive the larger carts because recycling numbers will go up. The private sectors companies are heading that direction because they can use a single driver in a truck with an automated arm. Private sector companies are also heading toward every other week collection because it cuts the cost in half.
- Ongoing Site Improvements
 - Oxford Township: The District has observed that dumping is significantly reduced when capital improvements are made. At Oxford Township, trees and vegetation have been removed and the number of containers has been increased, and the District is looking into adding fencing, signage and cameras.

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- New Philadelphia Buehler's: The District has already increased the pickup frequency, number of containers, signage, and number of cleanups, and the addition of fencing and cameras is under review by Buehler's administration.
- Update Recycling Bins: The bins are painted yellow because the District wants people to see that they're different from trash containers, which are usually blue or green.
- The company General 30 paints and repairs the bins for under \$500, but a new container is around \$800. Refurbishing the bins also goes along with the District's mission.
- Drug Take Back Program Disposal Options and Promotion
 - No-cost private sector incinerators like Republic and Timken used to permit monthly burns, but availability is decreasing.
 - Building a permanent incineration facility for this purpose is too costly and inefficient because they are designed to burn 24 hours a day with multiple shifts, but the District's programs do not have that much volume.
 - The Ohio EPA is currently reviewing use of a Portable Incinerator (Mediburn Unit), which law enforcement officials can use for drug contraband, but Drug Take Back Program drugs are considered municipal solid waste not contraband so they fall under the regulations of MSW.
 - Stark County Drug Take Back Day is scheduled for September 24, 2016.
 - Tuscarawas County is having a media campaign to promote the new boxes added in Dennison, New Philadelphia, Newcomerstown, and Sugarcreek.
 - Medway (Wayne County) funds the program which collects illegal narcotics and the prescription drug collection through property taxes. The District pays for the disposal of their drugs, and it costs less than \$20,000 a year.
- Program Startup Grants
 - Village of Gnadenuhnten was awarded \$30,000 to purchase recycling carts.
 - The Village of Dalton was awarded \$72,000 to purchase a leaf vacuum for their curbside program (Canal Fulton also received a grant for the purchase of a leaf vacuum).
 - Nimishillen Township was awarded \$35,000 for asphalt resurfacing and concrete pads.
 - Jackson Township Recycling Station was awarded \$54,840 for a cardboard bailer. They have the highest volume of recycling out of any drop-off in all three counties, but they do have individuals that unload and they accept e-waste, batteries, etc.
 - Canton Township was awarded \$42,000 for asphalt resurfacing and concrete blocks. It used to have the worst dumping and contamination of all District drop-off sites but no longer does.
 - Lawrence Township (Stark) and Tuscarawas Township were both awarded \$23,595 for a grapple bucket for their loaders to increase efficiency in loading the bins (Lawrence Township in Tuscarawas County also received money for auxiliary loader equipment).
- Stark County Nimishillen Township Open Dumping Case (7-1-16)
 - The dumpers cleaned out someone's house for a cost and then dumped the items.
 - Stark County Litter Deputy Chris Newman tracked down the individuals, made them clean up the mess and ticketed them.

- HHW Collection Site Update and Proposed Collection Events
 - The City of Canton Recycle Center will accept pesticides, insecticides, and any other hazardous waste at no cost from any District residents.
 - Appointments are required to control volume, and the Center does have one day a month that is open until 6pm.
 - The next priority would be to identify a similar location in Wayne County because residents have to travel farther than Tuscarawas County residents do to get to Canton. The District has already reached out to Wayne Soil and Water Conservation District, but they do not have a facility. The District will look into the Ohio State University Agricultural Center in Wooster, Goodwill of Wayne and Holmes Counties (because they partner with the District for tire collection), and Buehler's (because of their existing collection events).
 - The District would also support any communities who wish to host their own collection events for their residents. They would just need to sort and transport waste to the Canton Recycle Center, and the District would pay for the waste disposal and could offer a \$2,500 Mini-Grant to provide financial assistance with the collection or event promotion.

Road Paving Request and Update

- Road Paving Program Update
 - In 2015, Stark County was awarded \$300,000, which qualified to be spent out of the tipping fee fund.
 - In 2015, Tuscarawas County was awarded \$78,810 out of the interest funds.
 - In 2015, Wayne County was awarded \$50,000 out of the interest funds.
 - The District recently received another request from the Stark County Engineer for another \$300,000.
 - The Road Paving funding isn't an ongoing District Program. Requests are submitted at any time.
 - There is no money appropriated in 2016 or 2017 for road paving.
 - Since 2000, the District has spent \$4,681,685.07 on road paving requests.
 - There isn't a recommendation to approve it right now because there is nothing budgeted, but it could be looked at next year.
- Stark County Recycling Garage Paving
 - The seven District recycling trucks damage the lot because it is currently gravel.
 - The District received an estimate from John Patrick Picard to pave the lot at an amount not to exceed \$176,000.
 - The price is higher because the District must use a thick base (total of 12 inches) because the heavier trucks drive on it.

- ❖ **Resolution BOD-2016-38:** *Member Regula moved and Member Abbuhl seconded a motion to authorize the Executive Director to enter into a contract on behalf of the Board of Directors for the Stark County Garage parking lot paving with the lowest and best proposal under the direction of the District's architect, John Patrick Picard Architect Inc., for an amount not to exceed \$176,000 which includes the design, obtaining quotes, and inspection of the project.*

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- ❖ **Resolution BOD-2016-39:** *Member Obrecht moved and Member Regula seconded a motion to transfer \$16,400 from Admin-2 Supplies & Administrative Expenses and \$29,600 from STW-42 General Plan Implementation into STW-2 Drop-Off Recycling Non-Payroll Expenses within the Tipping Fee Fund.*

Other Business

There was no other business.

Adjournment

- ❖ **Resolution BOD-2016-40:** *Member Regula moved and Member Metzger seconded a motion to adjourn the meeting at 10:38am. The motion passed unanimously.*



11-4-16

Rachel Rothacher, Administrative Director

Date