



STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

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David Held Erica Wright
Executive Director *Finance Director*

POLICY COMMITTEE MEETING MINUTES

Friday, November 17, 2017 @ 9:30am

1. Roll Call

Joe Sciarretti, Tuscarawas County Commissioner, called the meeting to order with the following present:

➤ **Policy Committee Members:**

Ron Amstutz, Wayne County Commissioner
Doug Baum, Stark County Township Representative
Matt Bender, Tuscarawas County CII Representative
David Bennett, Tuscarawas County Public Representative
Nicholas Cascarelli, Wayne County Health Department Representative (Joined in progress)
Bill Cletzer, Wayne County Township Representative
Mark Cozy, Stark County Public Representative
Joel Day, City of New Philadelphia Representative
Lee Finley, Tuscarawas County Public Representative – No conflict
Becky Foster, Wayne County CII Representative
Bob Holland, Wayne County Public Representative – No conflict
Kirk Norris, Stark County Health Department Representative
Carl Rose, Stark County Public Representative – No conflict
Joe Sciarretti, Tuscarawas County Commissioner

➤ **Staff Members:**

David Held, Executive Director
Erica Wright, Finance Director
Rachel Rothacher, Administrative Director
Steve Tharp, Jr., Operations Coordinator
Tiffany Hupp, Administrative Coordinator

➤ **Absent:**

Bill Bartos, City of Canton Representative
Elaine Campbell, Stark County CII Representative
Michael Chek, Tuscarawas County Health Department Representative
Janet Weir Creighton, Chairperson, Stark County Commissioner
Brian Gentry, Wayne County Public Representative
Mark Nussbaum, City of Wooster Representative
Matt Ritterbeck, Tuscarawas County Township Representative

BOARD of DIRECTORS

Stark
Janet Weir Creighton
Richard Regula
Bill Smith

Tuscarawas
Chris Abbuhl
Kerry Metzger
Joe Sciarretti

Wayne
Ron Amstutz
Ann Obrecht
Sue Smail

Friday, November 17, 2017 Policy Committee Meeting Minutes cont.

2. Approve November 17, 2017 Policy Committee Meeting Agenda

- ❖ Resolution PCM-2017-11: Member Amstutz moved and Member Norris seconded a motion to approve the November 17, 2017 Policy Committee meeting agenda. The motion passed unanimously.

3. Approve September 15, 2017 Policy Committee Meeting Minutes

- ❖ Resolution PCM-2017-12: Member Rose moved and Member Foster seconded a motion to approve the September 15, 2017 Policy Committee meeting minutes. The motion passed unanimously.

4. Update from GT Environmental

- Next meeting, December 15, 2017 will present chapters (executive summaries of all of the appendices) and will seek approval of Policy Committee to submit draft Plan to Ohio EPA (draft is due by December 24, 2017). Changes could still be made after draft submitted if any member identifies anything.
- The Ohio EPA will have comments: non-binding advisory opinions are more common but key deficiencies (not as common) would prevent EPA from approving the Plan.
 - a) **Update on Appendix J: Goal #1 Demonstration**
 - Goal 1 demonstrates that 90% of residents in the District have access to recycling opportunities via curbside recycling or drop-off recycling programs.
 - District has always been well above 90%, but due to change in calculations with the new 4.0 format, the District can no longer count credit for drop-offs in communities that also have non-subscription curbside collection programs (though tonnage can still be counted) because it would exceed 100% of the population as communities receive 100% access if they have a non-subscription curbside program.
 - New format rule also says multicounty districts can have an average of 90% access for total district population as long as any individual county in that district doesn't fall below 85% access.
 - In the reference year (2015), the District fell just below, but Plan also allows you to add drop-off to get you to 90% within first three years. The District will be adding a drop-off in the City of Louisville next year.
 - The District must also demonstrate that there is sufficient infrastructure for commercial entities to recycle.
 - b) **Review of Appendix N: Evaluating Greenhouse Gas Emissions**
 - The Ohio EPA includes this analysis to track how recycling affects greenhouse gas emissions (GHG).
 - Data show a reduction in emissions (metric tons of carbon dioxide) for an increase in recycling.
 - c) **Review of Appendix P: Designation**
 - District practices an open market district and doesn't designate solid waste (direct what facilities can accept waste generated in the District)
 - d) **Review of Appendix Q: District Rules**
 - District does not currently have any existing or proposed rules.
 - e) **Review of Appendix R: Blank Survey Forms and Related Information**
 - Attachments of survey forms used to collect recycling data for Annual District Report.
 - f) **Review of Appendix S: Siting Strategy**
 - Intent of Ohio EPA: If the District is planning to build facility, it must site.
 - Plan siting strategy also includes if any entity wants to build or modify a facility they would have to notify the Board and submit plans/specifications to make sure it won't adversely affect implementation of the Plan.
 - Health Department and OEPA would regulate facilities, not the District—doesn't supplement regulatory license requirements.
 - g) **Review of Appendix V: Miscellaneous Documents Required by Ohio Revised Code**
 - Ohio EPA excluded certain ORC Requirements in new format (Map of Facilities and Programs, Open Dump Sites Inventory, Out-Of-District Disposal, Expense Analysis for 3734.35 political subdivision support, Facility Identification Requirement and Closure/Expansion Schedule, Source Reduction Program Requirement)—this appendix captures them as they are still required.

Friday, November 17, 2017 Policy Committee Meeting Minutes cont.

h) Review of Appendix O: Financial Data

- Ohio Revised Code, Section 3734.53: “The methods of financing implementation of the plan and a demonstration of the availability of financial resources for that purpose” must be upheld.
 - There is flexibility in the language at the beginning of this section that gives the Board the ability to budget on an annualized basis. Policy sets Plan budget, but it is a ten-year plan; things happen that are out of District’s control (if it is a big change, there is a material change of circumstance provision built into the Plan wherein the District would have to revisit the plan, programs and budget, and would need to have it approved/ratified again). Board then implements the approved plan.
 - What is in the Plan budget is for demonstration purposes – Board may decide to spend per program.
- \$3.7 to 4 million projected revenues from 2019-2028.
 - This is a conservative estimate – prepared based on historic amount of revenue received.
 - Because District’s primary revenue is tiered tipping fees, revenue can and will fluctuate based on economy and private contracts. A lot of District revenue comes from out-of-district waste.
 - District will be deficit (reserve) spending as it has enough in fund balance to do so – in Plan budget. fund balance cannot be a negative number.
 - Ultimately, the Board decides if they do or don’t want to deficit spend.
- \$4.4 to 3.9 million projected expenses from 2019-2028.
 - Ohio EPA required a different method to present budget in version 4.0 – the District used to be able to write budget in categories it chose, but now Ohio EPA dictates it based on categories in their quarterly fee reports.
 - Drop-off program includes our drop-off operational expenses, Recycling Makes \$ense (RMS) grants for drop-off sites and Host Community grants for recycling drop-off sites.
 - Yard waste includes Host Community grants for yard waste sites and yard waste program expenses. For several years, there was no cost to this program—but supply of material increased so now expenses are rising.
 - Program Startup grants and majority of yard waste program expenses zeroed out for final five years of planning period because District will have a Plan update before then and can evaluate both of those programs at that time. This was done to demonstrate a positive fund balance throughout the ten years of the period.

5. Other Business

- All Policy Committee non-permanent member terms expire at the end of this year.
 - District wants to encourage all interested, serving members to serve another two-year term to see this Plan through to approval.
 - Appointment forms will be prepared for next meeting for signatures.

6. Adjournment

- ❖ ***Resolution PCM-2017-13:*** Member Cozy moved and Member Amstutz seconded a motion to adjourn the meeting at 10:35 am. The motion passed unanimously.



12-15-17

Rachel Rothacher, Administrative Director

Date