



# STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

9918 Wilkshire Blvd NE • Bolivar, OH 44612  
330-874-2258 • 800-678-9839 • 330-874-2449 FAX  
[www.timetorecycle.org](http://www.timetorecycle.org) • [district@timetorecycle.org](mailto:district@timetorecycle.org)

David Held                      Erica Wright  
*Executive Director*            *Finance Director*

## BOARD OF DIRECTORS MEETING MINUTES

Friday, November 2, 2018 @ 9:30am

### 1. Roll Call

#### **Board Members Present:**

Chris Abbuhl, Tuscarawas County Commissioner  
Ann Obrecht, Wayne County Commissioner  
Joe Sciarretti, Tuscarawas County Commissioner  
Sue Smail, Wayne County Commissioner  
Bill Smith, Stark County Commissioner

#### **Staff Members Present:**

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

#### **Absent:**

Ron Amstutz, Wayne County Commissioner  
Janet Weir Creighton, Chairperson, Stark County Commissioner  
Kerry Metzger, Tuscarawas County Commissioner  
Richard Regula, Stark County Commissioner

### 2. Approve November 2, 2018 Board of Directors Meeting Agenda

❖ **Resolution BOD-2018-42:** *Member Smail moved and Member Obrecht seconded a motion to approve the November 2, 2018 Board of Directors Meeting Agenda. The motion passed unanimously.*

### 3. Approve September 7, 2018 Board of Directors Meeting Minutes

❖ **Resolution BOD-2018-43:** *Member Sciarretti moved and Member Smail seconded a motion to approve the September 7, 2018 Board of Directors Meeting Minutes. The motion passed unanimously.*

### 4. Public Speaks

➤ The Commissioners, staff and public take time to thank Commissioner Obrecht for her years of great service.

### 5. Policy Committee Report

➤ Brian Gentry has resigned from the Committee as he is moving to Arizona. There will be a vacancy in the Wayne County Public Representative position.  
➤ Have reached the end of the 15-month schedule for the Plan Update

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## 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

6. **Finance Director's Report**

- Estimated Revenue vs Actual Revenue:
  - Right within projections (within 3.5%)
  - Recycling revenue is down because commodity markets are down. Tipping fees are up a little this year, offsetting the reduction.
- Budgeted vs Actual Expenses:
  - Stable, not much fluctuation from last year, no real surprises.
  - Have spent 68% of budget so well within projected amount.
- Current Cash Position
  - Revenue has exceeded expenses
  - Year-to-date net gain at \$163,110.59
- Tipping Fee Revenue Update
  - On track to meet or exceed budgeted amount.
  - Tipping fee revenue is up 4.74% in 2018 from 2017 through the first eight months of the year.
- a) Scrap Tire Collection Appropriation Transfer for rim removal equipment at District Residential Tire Drop-off Sites
  - A few tire collection sites have requested the purchase of a tire changer as current equipment is old, unsafe and inefficient.
  - Tires with the rim still on them also increase our costs at Liberty.
  - Will build in a claw back so if they terminate service they would need to give back or pay back equipment costs.
- ❖ ***Resolution BOD-2018-44:*** *Member Smail moved and Member Smith seconded a motion to transfer \$27,000 from line item Yard Waste Management Program in the General Fund to line item STW-06 Scrap Tire Collection in the Tipping Fee Fund to cover the purchase of a tire rim remover for each county up to \$9,000.*

7. **Executive Director's Report**

- HHW Historical Costs
  - In 2009, the economy tanked and the OEPA sent out a memo stating that the District needs to justify the waste collected was household generated
  - Check in on expenses during this time of year because if we were approaching budgeted amount, we could temporarily halt collection at Canton.
  - We are right on track with already scheduled pickups and budgets there
  - Commissioners suggested permanent HHW drop-off in Tuscarawas and Wayne Counties as well.
- Host Site vs District Liability
  - “The host site/property owner is responsible for the condition of their property...”
  - “The District is responsible for the condition of the bins...”
- Volunteer Workers' Liability
  - District followed up with Ohio BWC to determine our workers' compensation liability requirements. (Came up because Master Recycler program graduates are asked to volunteer at events)
    - Even though not earning money through us, if they do have an outside job, we would be liable for their wages if we did insure.

- Individuals performing non-emergency volunteer services for private employer are not covered under the workers' compensation policy of that organization.
- Public employers may elect to cover volunteer workers who perform non-emergency duties and persons assigned volunteer work instead of a fine or jail sentence.
- These volunteers may be covered by submitting a completed Contract for Coverage of Political Subdivisions (U-69) form to BWC.
- The District does not have to complete U-69 but could in the future.

8. **Budget Committee**

a) **Newcomerstown Landfill**

- District originally appropriated around 3 million to cap the closed landfill, but it came in less 1.3 million. District funded sanitarian discovered exceedances in acceptable levels during his inspection.
- Total 2019 Groundwater Monitoring Event Projected Cost: \$19,593
- ❖ **Resolution BOD-2018-45:** *Member Sciarretti moved and Member Smail seconded a motion to approve the Village of Newcomerstown's funding request of \$19,593 for projected 2019 groundwater monitoring costs at the Newcomerstown Landfill. The motion passed unanimously.*

b) **2019 District Appropriation Budget**

- Finance Director gives overview of process & compares to current year appropriation and plan budget.
  - Make slight changes based on contract changes, payroll increases, vehicle purchases, or any other changes we are aware of.
  - Pay and benefit category increase, recommend non-bargaining employees get same 2.5% increase bargaining employees do per agreement plus 5% increase for health care premiums.
  - Decreased supplies and administrative expenses to allow increase above.
  - Grant programs majorly the same except program startup and RMS fluctuates to align with plan budget.
  - Total half a million more than projected revenue but still within carryover und balance.
  - We appropriated extra legal fees just due to plan, not because we over expended.
  - Newcomerstown landfill monitoring could come out of tipping fee fund (one of ten allowable expenses), but because it wasn't included in the plan, didn't want to commit to it if it may be ongoing since communities approved plan without it
- ❖ **Resolution BOD-2018-46:** *Member Obrecht moved and Member Smith seconded a motion to approve the 2019 District Appropriation Budget as presented. The motion passed unanimously.*

c) **2019 Recycling Makes Sense, Sheriff Department, Health Department, and Host Community Cleanup Grants**

- ❖ **Resolution BOD-2018-47:** *Member Obrecht moved and Member Smail seconded a motion to approve the 2019 Recycling Makes Sense, Sheriff Department, Health*

*Department, and Host Community Cleanup grants as presented. The motion passed unanimously.*

**d) 2019 Stark and Wayne County Acceptance/Purchase of Paper Products**

❖ **Resolution BOD-2018-48:** *Member Sciarretti moved and Member Smith seconded a motion to contract with Alliance Recycling/S. Slesnick Company to accept Stark & Wayne County paper products with 60% of the #56 Midwest High Side Market or a guaranteed floor price of \$25.00 per ton paid to the District with two (2) one-year renewal options at the same rate(s) and conditions. The motion passed unanimously.*

- There were no other bids.

**e) 2019 Stark and Wayne County Acceptance of Co-Mingled Products**

❖ **Resolution BOD-2018-49:** *Member Smail moved and Member Obrecht seconded a motion to contract with Kimble Transfer & Recycling to accept Stark & Wayne County co-mingled recyclables (including: co-mingled glass, plastic bottles and containers, aluminum, and steel cans) for the cost of \$28.50 per ton with two (2) one-year renewal options at the same rate(s) and conditions. The motion passed unanimously.*

- There were no other bids.

**f) 2019 Tuscarawas County Recycling Drop-off Program**

❖ **Resolution BOD-2018-50:** *Member Obrecht moved and Member Smith seconded a motion to contract with Kimble Recycling and Disposal for the 2019 Tuscarawas County Recycling Drop-off Program for \$13,250 per month with two (2) one-year renewal options at the same rate(s) and conditions. The motion passed unanimously.*

- There were no other bids.

**g) 2019 Legal Counsel**

❖ **Resolution BOD-2018-51:** *Member Sciarretti moved and Member Smail seconded a motion to contract with Kristin Zemis as general legal counsel for 2019 at a rate of \$150 per hour and to contract with other legal counsel on an as-needed basis not to exceed \$10,000 for the year. The motion passed unanimously.*

- She provides institutional memory as she has been with the District for 14 years

**9. Other Business**

- Commissioners congratulate Commissioner Obrecht and Commissioner Metzger.

**10. Adjournment**

❖ **Resolution BOD-2018-52:** *Member Smith moved and Member Sciarretti seconded a motion to adjourn the meeting at 10:38am. The motion passed unanimously.*



2-1-19

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Rachel Rothacher, Administrative Director

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Date