



# 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 7, 2018 @ 9:30am

### 1. Roll Call

#### ➤ **Board Members Present:**

Chris Abbuhl, Tuscarawas County Commissioner  
Ron Amstutz, Wayne County Commissioner  
Janet Weir Creighton, Chairperson, Stark County Commissioner  
Ann Obrecht, Wayne County Commissioner  
Richard Regula, Stark County Commissioner  
Joe Sciarretti, Tuscarawas County Commissioner

#### ➤ **Staff Members Present:**

Wendy Bullock, Outreach Coordinator  
David Held, Executive Director  
Tiffany Hupp, Administrative Coordinator  
Steve Tharp, Operations Coordinator  
Erica Wright, Finance Director

#### ➤ **Absent:**

Kerry Metzger, Tuscarawas County Commissioner  
Sue Smail, Wayne County Commissioner  
Bill Smith, Stark County Commissioner

### 2. Approve September 7, 2018 Board of Directors Meeting Agenda

❖ **Resolution BOD-2018-34:** *Member Regula moved and Member Obrecht seconded a motion to approve the September 7, 2018 Board of Directors Meeting Agenda. The motion passed unanimously.*

### 3. Approve July 13, 2018 Board of Directors Meeting Minutes

❖ **Resolution BOD-2018-35:** *Member Regula moved and Member Abbuhl seconded a motion to approve the July 13, 2018 Board of Directors Meeting Minutes. The motion passed unanimously.*

### 4. Public Speaks

- Doug Wood from Stark County EMA/LEPC spoke about the nature of his job including spill reports, hazardous reports and emergency preparedness
  - Trying to increase public outreach
  - There is a potential to partner and work together through overlapping causes such as Disaster Debris Management, etc.

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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

5. **Policy Committee Report**

a) **STW Solid Waste Plan Ratification Update**

- Moving steadily along, have received 56 of 111 resolutions so far putting District at 54.2% approval
- OEPA Deadline for Ratification period is October 20, 2018
- District Deadline for Ratification period is September 14, 2018 to hopefully speed up process and approvals (has worked well so far)

6. **Finance Director's Report**

➤ Estimated Revenue vs Actual Revenue

- In the General Fund, we have received \$158,947.71 which is down a little from previous year due to decreased commodity pricing
- Tipping Fee Fund is also down a bit from previous years but is within 2% of expected budget

➤ Budgeted versus Actual Expenses

- Tipping Fee Fund is up a bit from last year due to funding of the new roof
- Recycling Programs funding is compromised of mostly grants, which are front-loaded
- Have spent about 56% of budget so far – on track

➤ Current Cash Position

- Year-to-date Net Loss of \$10,355.66 – no surprises

➤ Tipping Fee Revenue Update

- Minimal change
- Tipping fee revenue is up 5.77% in 2018 from 2017 through the first seven months of the year.
- Using the first seven months of revenue, we can project an annual tipping fee revenue total of approximately \$4,222,256 based on 56.38% of actual annual revenue was collected during this time period over the last two years.

a) **Appropriation Amendment**

- Transfer is necessary to cover the upgrade to a VOIP phone system (\$6,000), storage barn and site preparation (\$3,750; additional \$3,750 to come out of non-payroll education funding), and kitchen renovation (\$4,000) for a dishwasher installation).

❖ ***Resolution BOD-2018-36: Member Amstutz moved and Member Sciarretti seconded a motion to transfer \$7,000 from line item Admin-4 Consulting Engineer Services to line item Admin-3 Capital Assets and to transfer \$5,000 from line item Admin-5 Legal Services to line item Admin-2 Supplies & Administration Expenses in the Tipping Fee Fund to cover office upgrades to the phone system, storage, and kitchen.***

7. **Executive Director's Report**

➤ New Recycling Driver

- Carl McKimmie was a part-time driver hired full-time of 8/18/18 after the resignation of Kevin Gill on 8/4/18
- Full time drivers work every day of the year
- Have seen a volume increase, but tonnage has plateaued due to cardboard and lighter plastic

## Friday, September 7, 2018 Board of Directors Meeting Minutes cont.

- a) Recycling Drop-off Site Improvements
    - i) New site: Plain Township, Easton Fire Department
      - ✓ Replaces Plain Township Glenwood drop-off site
      - ✓ Maintains 5,000 population access credit (OEPA access plan)
      - ✓ Had a public meeting regarding the new site – Fire Department is very amenable
      - ✓ Same location as the Plain Township Yard Waste Collection Site but is outside of fencing location
    - ii) New site: OARDC, Wooster Township
      - ✓ Gives us 2,500 access
      - ✓ Consolidates 12 individual sites to one location – safer for drivers and public
      - Looking at cameras for both sites, working with District Litter Deputies, trying to change behavior through education
      - Performed soil sampling at each site to make sure they are equipped to handle ten 8-yd bins
      - Question of who carries the liability at these sites
        - District is insured but it is likely dependent on control, ownership and liability
      - ❖ ***Resolution BOD-2018-37: Member Regula moved and Member Obrecht seconded a motion to approve recycling drop-off site improvements at OARDC and Plain Township Fire Station #4 on Easton not to exceed \$85,000. The motion passed unanimously.***
      - ❖ ***Resolution BOD-2018-38: Member Regula moved and Member Amstutz seconded a motion to transfer \$48,398 from line item STW-22 Program Start-Up Grants to line item STW-02 Drop-off Recycling Non-Payroll Expenditures in the Tipping Fee Fund to cover site improvements at OARDC and Plain Township Fire Station #4 on Easton.***
  - District Office Roof Replacement
    - Original roof from 1993 replaced by Tango & Gatti at a total cost of \$19,218
  - Upcoming Events
    - Stark County Drug Take Back Day – September 22, 2018
    - Orrville Buehler’s Community Residential Recycle Day – September 22, 2018
    - New Philadelphia Buehler’s Community Residential Recycle Day – October 6, 2018
  - Master Recycler Program
    - September 14 – October 25, 2018
    - 21 registered participants
    - Will complete 21 class hours and 20 volunteer hours to be certified – goal is to create and maintain a pool of volunteers to represent the District at events, etc.
8. **Newcomerstown Landfill**
- Entered into Consent Order and Permanent Injunction with Ohio Attorney General for closure and post-closure plan in 2006
  - The Board budgeted \$2 million in 2008 for the landfill cap, District paid \$1.4 million from 2008-2010
  - Michael Kopko from the Tuscarawas County Health Department performed a quarterly inspection of the landfill on 3/13/18 and found probe 6A explosive gas level exceeded the acceptable limit

**Friday, September 7, 2018 Board of Directors Meeting Minutes cont.**

- After eight consecutive weekly readings exceeding the acceptable limit, the OEPA is requiring an assessment to be completed (was initiated by Northpoint on 6/20/18)
- Semi-annual testing has cost the Village anywhere from to \$18,000 to \$30,000 per year
  - This resampling event will cost an additional \$8,302.55
  - ❖ **Resolution BOD-2018-39:** *Member Abbuhl moved and Member Sciarretti seconded a motion to approve the Village of Newcomerstown's funding request of \$8,302.55 for the resampling event at the Newcomerstown Landfill. The motion passed unanimously.*
  - ❖ **Resolution BOD-2018-40:** *Member Obrecht moved and Member Abbuhl seconded a motion to increase Tipping Fee Fund appropriations in line item STW-41 Newcomerstown Landfill by \$8,302.55 from the unappropriated Tipping Fee Fund balance. The motion passed unanimously.*

**9. Other Business**

- There was no other business.

**10. Adjournment**

- ❖ **Resolution BOD-2018-41:** *Member Regula moved and Member Amstutz seconded a motion to adjourn the meeting at 10:40 am. The motion passed unanimously.*



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Tiffany Hupp, Administrative Coordinator

**11/2/18**

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Date