

MINUTES
EXECUTIVE BOARD OPEN MEETING
NORTHWEST MISSOURI REGIONAL SOLID WASTE MANAGEMENT DISTRICT
April 14, 2021

1. Call to Order

Debbie Roach, Chairperson, called the meeting to order at 5:32 p.m.

2. Roll Call

Members present: Debbie Roach, David Carroll, Paul Seaman, Mike Sager, and Richard Wilson. Mackenzie Manning joined the meeting in progress at 5:35 p.m.

Present from the Regional Council: Jerri Dearmont, Alice Schieffer and Robin Davidson.

3. Approve Agenda

David Carroll made a motion to approve the agenda as presented, seconded by Mike Sager. Motion passed (5 ayes; 0 nays).

4. Approval of March 10, 2021 Executive Board Minutes

Meeting minutes from March 10, 2021, were emailed previously and made available at the meeting. Mike Sager motioned to approve the minutes as presented, seconded by Richard Wilson. Motion approved (6 ayes; 0 nays).

5. Approve March 2021 Treasurer's Report/Pay Bills

Financials were emailed previously and made available at the meeting via Zoom. Alice Schieffer led review of the March 2021 treasurer's report. The ending balance in the account as of March 31, 2021 is \$63,480.40. Payables were listed in the treasurer's report for a total amount of \$5,200.74. A total of \$58,285.42 will remain after the payables have been paid. The Revenue and Expenditures and the Breakdown of Remaining projects were reviewed. Unobligated interest through March 31, 2021 is \$2,336.12. David Carroll made a motion to accept the treasurer's reports as presented, seconded by Mike Sager. Motion approved (6 ayes; 0 nays).

6. Old Business

No Old Business

7. New Business

- a. **Approve renewal of District Operations Contract, 4th year of 5-year cycle.** The District Operations Contract was reviewed. This is the 4th year of the 5-year cycle. The Solid Waste District contracts with Regional Council on a yearly bases to operate the solid waste programs in the five-county area. Richard Wilson motioned to approve renewal of the District Operations contract for FY 21-22, seconded by Mike Sager. Motion passed (6 ayes, 0 nays).

- b. **Release of RFQ for annual Plan Implementation.** A copy of the RFQ for Plan Implementation was reviewed by all members. The RFQ will be published in the newspaper. Request for Qualifications are due by May 11, 2021 to Chairperson Debbie Roach. This is an annual contract. Mike Sager made motion to approve the RFQ to be published for Plan Implementation, seconded by David Carroll. Motion passed (6 ayes, 0 nays).
- c. **Approve FY22 Application (DO Profile & Budget) for Administration of District Operations for the Northwest Missouri Regional Solid Waste Management District.** A copy of the DO Profile and Budget were reviewed by all members. Richard Wilson made the motion to approve and submit the profile, Mackenzie Manning seconded. Motion passed (6 ayes, 0 nays).
- d. **Approve FY22 Application (PI Profile & Budget) for Administration of Plan Implementation for the Northwest Missouri Solid Waste Management District.** A copy of the PI Profile was reviewed by all members. Mackenzie Manning made the motion to approve and submit the profile, Paul Seaman seconded. Motion passed (6 ayes, 0 nays).
- e. **Review, score, rank and approve FY22 Solid Waste Management District Grant Applications.** Funds available were reviewed and include DNR unobligated funds of \$18,213.81, carryover funds from FY'19 of \$9,081.75 and 50% of fees available for sub-grantees for FY22 for a total amount available of \$74,795.56. Eight grant applications were submitted at a total of \$100,628.49. The difference of (-\$25,832.93). A summary of each project was sent to each member prior to the meeting and was made available at the meeting. The comments and rankings of the projects by the Advisory Committee was provided and discussed.

There was a review of the District Grant Evaluation Review Criteria and scoring process. Members completed a Conflict of Interest Checklist for each grant application. Debbie Roach abstained from scoring NWMSU Biomass Boiler application, due to serving on the Board of Regents at NWMSU. Richard Wilson, Mayor of Oregon, and David Carroll, Holt County Commissioner, abstained from scoring Holt County Recycling Collection.

The tabulated results with average points for each grant with ranking are as follows:

1	NWMSU Biomass Boiler	275.20
2	Holt County Recycling Collection	262.25
3	Nodaway County Recycling	260.67
4	Maryville Parks & Rec	260.50
5	NWMORCOG HHW Collection	243.67
6	Stanberry Recycling Initiative	225.00
7	Nodaway-Holt Go Green	218.17
8	Summers Oil Burner	173.00

Discussion and approval of NWMSU Biomass Boiler – Requested \$19,500.00 -- TTL project \$53,461.00 – Awarded \$19,500.00

Robin Davidson led a discussion on NWMSU-Biomass Boiler application. The following project synopsis below came from the grant application “Brief Project Description”:

NWMSU is seeking funding toward the purchase of a new biomass boiler system. This system would allow Northwest to burn mixed paper (and potentially other biomass products). The boiler system would be connected to three furnaces and used to exclusively heat the Northwest Recycling Center on campus. On average, NWMSU recycles 300,000 pounds of paper and 1.6M pounds of cardboard. Unfortunately, the mixed paper recycling market has collapsed in our region. NWMSU is proposing an innovative solution to be their own end user with purchase of this biomass boiler system that will utilize waste mixed paper produced as a fuel source. The estimated annual diversion is 44.1 tons of mixed paper collected from local source/drop offs.

Mackenzie Manring made the motion to approve the NWMSU Biomass Boiler project in the amount of \$19,500.00, seconded by David Carroll. Motion approved (5 ayes, 0 nays, Debbie Roach abstained as she is on the NWMSU Board of Regents)

Discussion and approval of HHW Vendor Pick-up- Requested \$19,500.00 – TTL Project \$19,500.00 – Awarded \$19,500.00

Robin Davidson led a discussion on the HHW Vendor Pick-up application. The following project synopsis below came from the grant application “Brief Project Description”:

The Northwest Missouri Regional Council of Governments (Regional Council) and Regions C, D, and F execute a contract, renewable annually, with Clean Harbors for HHW waste pickup. The contract includes delivery of replacement containers and the pick-up of Household Hazardous Waste (HHW) from the collection site at the Nodaway County Maintenance Barn, 1516 East Halsey St., Maryville, MO 64468. The site will be open for six collections throughout FY22. Based on the success of FY21, the site will require two pickups from Clean Harbors. The grant covers the cost of containers and pick-up of the HHW materials for one-year. The replacement containers will be delivered at the time of pick-up. The Regional Council will also provide public education and outreach about HHW.

Paul Seaman made the motion to approve the HHW Vendor Pick-up project in the amount of \$19,500.00, seconded by Richard Wilson. Motion passed (6 ayes, 0 nays).

Discussion and approval of Stanberry R-II – Bulldog Recycling Initiative – Requested \$5,025.09 – TTL Project \$7,366.09 – Awarded \$5,025.09

Robin Davidson led a discussion on the Bulldog Recycling Initiative application. The following project synopsis below came from the grant application “Brief Project Description”:

The Stanberry school is re-vamping its recycling initiative. They have been recycling paper and cardboard for the past several years but are wanting to add plastic bottles. They are requesting funds to purchase recycling bins made from recycled materials for a plastic bottle collection in the classrooms and at ballgames. The high school environmental science class and elementary student council will be responsible to ensure materials are properly prepared for recycling. As part of their initiative, a portion of the requested funds will be used to purchase items made from recycled materials to showcase to the

students/community how recycled plastics can be transformed into other products. This will be accomplished through the purchase of recycled crumb rubber weights for the weight room and reusable water bottles for sports teams. Recycling education will be completed through signage, sports programs, school media outlets, and family newsletters written by the students. Richard Wilson made the motion to approve the Stanberry R-II Bulldog Recycling Initiative project in the amount of \$5,025.09, seconded by Mackenzie Manring. Motion passed (6 ayes, 0 nays).

Discussion of Nodaway-Holt “Go Green” – Requested \$19,500.00 – TTL project \$24,388.31 – Funded \$0 due to no funds available and ranked 7/8 of grants scored

Robin Davidson led a discussion on Nodaway-Holt “Go Green” application. The following project synopsis below came from the grant application “Brief Project Description”:

Currently, there is no collection location for the recyclable materials in Holt County with those items mostly going into the trash/landfill. This project will provide collection containers constructed from recycled content. The Go Green project will implement a recycling collection activity for school and athletic events with the purchase of several recycling collection containers with focus on plastic and aluminum. Funds are requested for the bins, portable outdoor classroom bleachers made from recycled content and an outdoor water fill station which will provide an outdoor learning area. Education will be completed through signage, announcements, and the school media outlets. **There was not a vote taken on this project secondary to the ranking of 7/8 and no current funding available.**

Discussion and approval of Nodaway County Recycling – Requested \$19,500.00 – TTL project \$23,396.00 – Funded \$19,500.00

Robin Davidson led a discussion on Nodaway County Recycling application. The following project synopsis below came from the grant application “Brief Project Description”:

This grant request is for site improvements to enhance the safety and security of the current recycling operation facilities. Funds will be used to upgrade the current recycling facilities by removing the old, broken-up concrete and finishing out the concrete pad for a full concrete entrance. Grant funds will be utilized to create a building entrance with the addition of five 12’/12’ doors with locks and openers. These additions will provide a secure area to collect and store materials. The area is open to allow drop-off of recyclable large metal and electronic items. However, issues with individuals dumping trash and pilfering through materials creating litter has been a problem. Last year, security cameras were installed. They have worked with City of Maryville law enforcement to reduce the issue. However, a secured area will further deter this activity and allow for a clean, safe, easily accessed drop off area.

Richard Wilson made the motion to approve the Nodaway County Recycling application in the amount of \$19,500.00, seconded by Mackenzie Manring. Motion passed (6 ayes, 0 nays).

Discussion and approval of Holt County Recycling Collection – Requested \$9,845.00 – TTL project \$12,525.00 – Funded \$9,845.00

Robin Davidson led a discussion on Holt County Recycling Collection application. The following project synopsis below came from the grant application “Brief Project Description”:

Currently there are no collection or recycling centers in Holt County. To facilitate the need in the area, this grant request is for the purchase of 2 enclosed trailers – 1 for Mound City and 1 for Oregon, to be used for collection, storage and transport of recyclables collected at various sites throughout the county. Use of enclosed trailers will allow the materials to remain dry during storage and delivery to the recycling center whereby maintaining the integrity of the materials.

Paul Seaman made the motion to approve Holt County Recycling Collection project in the amount of \$9,845.00, seconded by Richard Wilson. Motion approved (4 ayes, 0 nays, Richard Wilson as he is mayor of Oregon and David Carroll abstained as he is a Holt County Commissioner).

Discussion and approval of City of Maryville Parks & Rec – Requested \$600.00 – TTL project \$1,050.00 – Funded \$600.00

Robin Davidson led a discussion on City of Maryville Parks & Recreation (MPR) application. The following project synopsis below came from the grant application “Brief Project Description”:

MPR is requesting funds to provide an educational workshop (Recycle/Reuse/Compost & All About Worms) to include educational projects including the management of a worm farm, composting and recycling. Professionals will provide education, guidance and presentations focused on these topics. The funds will be used to contract with these individuals, to purchase supplies including Worm-A-Way bins, worms, and activity books.

Paul Seaman made the motion to approve the City of Maryville Parks & Recreation project in the amount of \$600.00, seconded by David Carroll. Motion passed (6 ayes, 0 nays).

Discussion of Summers Oil Burner – Requested \$7,158.40 – TTL project \$8,948.00 – Funded \$0 due to no funds available and ranked 8/8 of grants scored

Robin Davidson led a discussion on Summers Oil Burner application. The following project synopsis below came from the grant application “Brief Project Description”:

The aim of this project is to purchase a waste oil heater to heat the workspace utilizing waste oil captured during the course of business primarily related to heavy equipment. The requested funds will be used to purchase a waste oil heater large enough to heat 8,000 sq ft that will include a storage tank as well as the vent pipe and associated wiring and accessories. **There was not a vote taken on this project secondary to the ranking of 8/8 and no current funding availability.**

8. Other Business

Discussion and agreement to hold the next Executive Board meeting in person with Zoom option.

9. Planner’s Report

Robin Davidson, SW Planner, reported on the following: 1) update on all current open projects; 2) currently working on the FY22 grant cycle and submittal of FY22 applications to MDNR by Re-Trac; and 3) the next scheduled meeting will be May 12, 2021 at 5:30 p.m. with in-person and Zoom to be available.

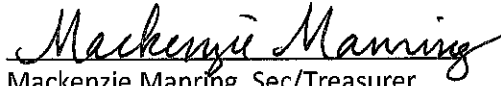
10. Closed Session

None

11. Adjourn

With no other business, Richard Wilson made the motion to adjourn the meeting at 7:28 p.m., seconded by Mike Sager. Meeting adjourned (6 ayes; 0 nays).


Debbie Roach, Chairperson


Mackenzie Manning, Sec/Treasurer