

MINUTES
EXECUTIVE BOARD OPEN MEETING
NORTHWEST MISSOURI REGIONAL SOLID WASTE MANAGEMENT DISTRICT
April 20, 2023, at 5:30 p.m. at NWMORCOG Office, 114 E. 3rd, Maryville, MO

1. Call to Order

David Carroll, in the absence of the Chairperson, called the meeting to order at 5:30pm at the Regional Council office.

2. Roll Call

Members present: David Carroll, Mackenzie Manring, Richard Wilson, Mike Sager, and Bill Walker.

Members not present: Debbie Roach

Paul Seaman arrived to the office at 10:00am on April 20, 2023 to participate in the scoring of grant packets. He was not present for the meeting at 5:30pm.

Present from the Regional Council: Jerri Dearmont, Savannah Willmore and Cheyenne Murphy.

3. Approve Agenda

David Carroll made the motion to approve the agenda with the addition of section "e" under New Business to discuss the FY24 Plan Implementation project and budget, seconded by Richard Wilson. Motion approved (5 ayes; 0 nays).

4. Approval of March 8, 2023, Executive Board Minutes

Meeting minutes from March 8, 2023, were emailed previously and made available at the meeting. Mackenzie Manring made the motion to approve the minutes as presented, seconded by Bill Walker. Motion approved (5 ayes; 0 nays).

5. Approve March 2023, Treasurer's Report/Pay Bills

Financials were made available at the meeting. Cheyenne Murphy led the review of the March 2023 treasurer's report/payment of bills. Balance as of 3/31/2023 in the account was \$59,900.55 with interest income of \$5.97. Bills to pay totaled \$21,282.13 leaving a balance of \$38,618.42 in the account. Bill Walker made a motion to accept the treasurer's reports and pay the invoices as presented, seconded by Richard Wilson. Motion approved (5 ayes; 0 nays).

6. Old Business

Each board member is required to sign a Conflict-of-Interest Statement to avoid any conflicts between the interests of the District and their personal, professional, and business interests. Paul Seaman and David Carroll signed their statements at the meeting. All board members have now signed a conflict-of-interest statement.

7. New Business

Approve the FY24 Applications for Administration of PI for the Northwest Missouri Solid Waste Management District

The Executive Director and Fiscal Officer are requesting a modification of the approved FY24 PI Profile application for administration of the plan implementation for the Northwest Missouri SWMD. At the

January 2023 Executive Board meeting, the board approved Option 3 (see below). This option is requesting to work with one school in each county hosting a composting educational event on how to compost using food waste from school cafeterias. A Food Waste Assessment will be included for each school cafeteria to conduct, and each school will receive a composting bin to begin composting. The District funds will purchase five composting bins. Jim Crawford, with the University of Missouri Extension will conduct the educational component at each school for a fee, this fee is mileage reimbursement only. A set of composting books and Activity Coloring books will be purchased to distribute to each school and students. Press releases will be sent to the local newspapers to inform the public they can bring food waste to the school to have composted. PI funds will also be used to maintain the website. Richard Wilson made the motion to approve the FY24 Application for Northwest Missouri Solid Waste Management District. Mike Sage seconded the motion. Motion approved (5 ayes; 0 nays)

OPTION 3: Host a series of educational events, focused on using food waste for compost. This would include a waste assessment in the cafeteria at each school. The Waste Assessment, Waste Tracking, and hosting a “Zero Waste” Day. Fostering a school wide participation as well for citizens to bring their compost to the schools. This will serve all five counties. This project will not only help reduce waste, but also set up a waste reduction mind set. Each school will build a composting station and selected students and educators will assist in composting the food waste. Funds for Plan Implementation will purchase the supplies necessary to build compost bins and bring educational opportunities to the classroom to complete these objectives. The success of this project will be dependent upon the active participation of local haulers, community leaders, and citizens.

Review, Score and Rank FY24 Solid Waste District A Grant Applications.

Funds available were reviewed and include DNR unobligated funds of \$0, carryover funds of \$3,588.39, and 50% of fees available for sub-grantees for FY24 for a total amount available of \$51,088.39, plus interest through 3/31/23 of \$73.48. Six grant applications were submitted at a total of \$69,998.68. The difference of (-\$18,901.29).

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. No board members abstained from vote of any project. Board members reviewed and scored the grant applications. Paul Seaman completed the scoring of grants but was not available during the review and vote.

Following grant scoring, the recommendation, comments, and ranking of projects by the Advisory Committee was provided and discussed.

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

1	NWMSU Composting Lifter/Dumper	380.66
2	Nodaway Co Recycling Concrete Pad	337.50
3	City of Grant City Picnic Tables, Bins, Pots	326.83
4	NWMORCOH HHW Collection	324.16
5	NOCOMO Inc. Conveyor Belt	270.83
6	City of Maitland Picnic Tables	234.16

The available funds and project funding options were discussed with the total amount available, with interest, of \$51,161.87. Projects 5 and 6 did not meet the minimum score requirement. The motion was made by Richard Wilson to fully fund projects 1 and 2 and Mike Sager seconded. Prior to the vote, Mackenzie Manring amended the motion to fully fund projects ranking 1 and 2 with approval of Nodaway Co Recycling Concrete Pad in the amount of \$19,500.00, and NWMSU Composting Lifter/Dumper in the amount of \$7,376.00; and to partially fund projects ranking 3 and 4 with approval of City of Grant City Picnic tables, Bins, Pots in the amount of \$5285.87, and NWMORCOG-HHW in the amount of \$19,000; and to not fund projects ranking 5 and 6 of with approval of NOCOMO Inc. Conveyor Belt project in the amount of \$0.00; and City of Maitland Picnic Tables project in the amount of \$0.00. David Carroll seconded the motion. Motion approved (5 ayes, 0 nays).

<i>Rank</i>	<i>Grant Applications</i>	<i>Amount Requested</i>	<i>Amount Awarded</i>
1	NWMSU Composting Lifter/Dumper	\$ 7,376.00	\$7,376.00
2	Nodaway Co Recycling Concrete Pad	\$ 19,500.00	\$ 19,500.00
3	City of Grant City Picnic Tables, Bins, Pots	\$13,775.68	\$ 5,285.87
4	NWMORCOH HHW Collection	\$ 19,500.00	\$ 19,000.00
5	NOCOMO Inc. Conveyor Belt	\$ 6,547.00	\$0.00
6	City of Maitland Picnic Tables	\$ 3,300.00	\$0.00

Total amount of funding available \$51,161.87; total amount funding approved \$51,161.87.

A2024-001	DO	TTL Project \$40,000	Awarded \$40,000
A2024-002	PI	TTL Project \$7,500	Awarded \$7,500

A2024-003 NWMSU Composting Lifter/Dumper TTL project \$7,376.00 Awarded \$7,376.00

Northwest Missouri State University is seeking support from the Northwest Missouri Regional Solid Waste Management District to purchase a new industrial bin lifter/dumper to support food waste composting efforts on campus. The proposed equipment is part of a multi-phase, long-term plan to modernize the current food composting efforts on campus. This effort will substantially increase the efficiency and effectiveness of food waste composting, resulting in a process that is less labor intensive, more economical, safer, and produces a far better end product. Tasks associated with the proposed project include procurement, purchase and installation of the bin lifter/dumper, staff training, and equipment usage to divert food waste.

A2024-004 Nodaway Co. Recycling Concrete Pad TTL project \$19,500.00 Awarded \$19,500.00

This proposed project will include the addition of a hard surface space to place recycling trailers on for customers who drop off recycling materials on for customers who drop off recycling materials at 1320 N. Main Street in Maryville. As owner (Dave Chestnut), I intend to pour a concrete pad approximately 127' x 52' on the north side of the existing builder to park the trailers on the new pad. The project will also include a 3' x 40' slab with rebar for the offset of the building and at least 3 loads of rock for

grading. Currently, the area is graveled/dirt and with inclement weather, the ground can be muddy and soft. Customers must tread in this area to unload their recycling. The recycling center is open to the public to have access for drop offs. With this hard surface in place, it will make the area more user friendly to drop off recycling materials for all customers.

A2024-005 City of Grant City Picnic Tables, Bins, Pots TTL project \$13,775.68 Awarded \$5,285.87

The City of Grant City is seeking this grant for an improvement project for our community parks and to help make our community, a cleaner, more attractive place to live. Most of the project will be products purchased after soliciting bids and price comparisons. We are in need of picnic tables to replace the old ones that have weathered over the years and are starting to deteriorate, new trash bins with attached recycling receptacles. The bigger bins will reduce the amount of waste clean-up. It will also give good practice to children and adults on recycling soda cans and water bottles. In return, we have made up an informative flyer letting residents know what resources are available and the importance of recycling. The Project Manager (City Administrator) will keep record of expenditures, work progress, and will submit quarterly reports to the NWMORCOG Solid Waste District.

A2024-006 NWMORCOG HHW Collection TTL project \$19,500.00 Awarded \$19,000.00

In 2016, the Nodaway County Commission established a permanent Household Hazardous Waste (HHW) Collection Site at the Nodaway County Maintenance Barn, 1516 East Halsey St., Maryville MO 64468. This site is available to the 39 communities served in our 5-county area and will be open for five collections throughout FY24. Based on the success of FY23, the site will require two pickups from Clean Harbors- November 2023 and May 2024. The grant covers the cost of HAZWOPER certified personnel to intake materials on collection day, containers, and pick-up of the HHW materials, and the required HAZWOPER continuing education, if needed. The State contract with Clean Harbors will be utilized for disposal of the collected HHW materials. The Regional Council will provide public education and outreach about HHW materials.

Approve the FY24 Budget (PI Profile) for Administration of Plan Implementation for the Northwest Missouri Solid Waste Management District

The FY24 Plan Implementation Budget was presented in the amount of \$7,500 to administer the PI funds. This would include five 160-gallon composting bins for the amount of \$850.00, a set of 3 reading books related to composting for each classroom, and travel mileage reimbursement for Jim Crawford with UM Extension to the the five designated elementary schools in Region A. Richard Wilson motioned for approval; seconded by Mike Sager. Motion approved (5 ayes; 0 nays)

Approve STAT Form for Savannah Willmore

A STAT form is required to be approved by the Executive Board and signed by the Chairperson to approve new members to be a part of the Solid Waste Advisory Board. Savannah Willmore is requesting approval of her STAT form as the new Solid Waste Planner with NWMORCOG. Debbie Roach was not present to sign at this meeting. Mackenzie Manning motioned for approval of STAT form for Savannah Willmore, seconded by Richard Wilson. Motion approved (5 ayes; 0 nays).

The Financial Monitoring was tabled and moved to discuss at the May meeting since it was not received from MoDNR.

8. Planner's Report

The Planner's Report was discussed at the meeting. See Planner's Report in Minutes Book.

9. Closed Session

No closed session needed.

10. Adjourn

With no further business, Bill Walker made the motion to adjourn the meeting at 7:48 pm, seconded by Richard Wilson, Meeting adjourned (5 ayes; 0 nays).

Debbie Roach, Chairperson


Mackenzie Manning, Sec/Treasurer

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The Planner's Report was discussed at the meeting. See Planner's Report in Minutes Book.

9. Closed Session

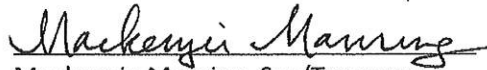
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10. Adjourn

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Debbie Roach, Chairperson



Mackenzie Manning, Sec/Treasurer