

MINUTES
EXECUTIVE BOARD OPEN MEETING
NORTHWEST MISSOURI REGIONAL SOLID WASTE MANAGEMENT DISTRICT
March 8, 2023, at 5:30 p.m. at NWMORCOG Office, 114 E. 3rd, Maryville, MO

1. Call to Order

Debbie Roach, Chairperson, called the meeting to order at 5:31pm at the Regional Council office.

2. Roll Call

Members present: Paul Seaman (Conference Called in), Mackenzie Manring, Debbie Roach, Richard Wilson, Mike Sager, and Bill Walker.

Members not present: David Carroll

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

3. Approve Agenda

Mackenzie Manring made the motion to approve the agenda as presented, seconded by Bill Walker. Motion approved (6 ayes; 0 nays).

4. Approval of January 11, 2023, Executive Board Minutes

Meeting minutes from January 11, 2023, were emailed previously and made available at the meeting. Richard Wilson made the motion to approve the minutes as presented, seconded by Mackenzie Manring. Motion approved (6 ayes; 0 nays).

5. Approve January & February 2023, Treasurer's Report/Pay Bills

Financials were made available at the meeting. Cheyenne Murphy led the review of the January and February 2023 treasurer's report/payment of bills. Balance as of 2/28/2023 in the account was \$88,700.16. Bills to pay totaled \$28,805.8 leaving a balance of \$59,894.58 in the account. Mike Sager made a motion to accept the treasurer's reports and pay the invoices as presented, seconded by Richard Wilson. Motion approved (6 ayes; 0 nays).

6. Old Business

None

7. New Business

Approve Revised Budget for A2023-001 DO – Personnel Change

The District Operations budget for A2023-001 was revised from its original budget to increase hours to the Executive Director and Fiscal Officer due to the vacancy of a Solid Waste Planner at this time. Mike Sager made the motion to approve the revision to the budget, seconded by Paul Seaman. Motion approved (6 ayes; 0 nays).

Approve Revised Budget for A2023-002 PI - Personnel Change

The Plan Implement budget for A2023-002 was revised from its original budget to increase hours to the Executive Director and Fiscal Officer due to the vacancy of a Solid Waste Planner at this time.

Richard Wilson made the motion to approve the revisions to the budget, seconded by Mackenzie Manring. Motion approved (6 ayes; 0 nays).

Approve Revised Budget for A2023-003 Stanberry Bulldogs – Purchase of Scale

The Stanberry Bulldogs budget for A2023-003 was revised from its original budget to decrease amounts in the Metal Bins and the Can Crusher line items due to the costs being less. The school would like to add the purchase of a scale to the budget to weigh the recycling since they are using a scale from a different department. The price of the scale is \$129.99. The new revised budget will decrease to \$15,533.51 with the original budget being \$15,848.79. A difference of \$315.28 less in District Funds at the end of the project, which may be deobligated. The ratio remains at 77% District Funds and 23% Match. Mackenzie Manring made the motion to approve the revisions to the budget, seconded by Richard Wilson. Motion approved (6 ayes; 0 nays).

Approve Revised Budget for A2023-007 HHW Vendor Pickup – Personnel Change

The HHW Vendor Pickup budget for A2023-007 was revised from its original budget to increase hours to the Executive Director and Fiscal Officer due to the vacancy of a Solid Waste Planner at this time. Bill Walker made the motion to approve the revisions to the budget, seconded by Richard Wilson. Motion approved (6 ayes; 0 nays).

Open and Score RFQ's for FY24 District Operations, 1st of 5 years

Debbie Roach reported the District received one proposal from Northwest Missouri Regional Council of Governments on March 1, 2023. The Statement of Qualifications was reviewed and then it was scored by each member present in person. A tally of the scoresheets showed a total of 125 points (100%).

Select Contractor for District Operations FY24

Mike Sager motioned to approve the Northwest Missouri Regional Council of Governments as the contractor for District Administration for FY 2024, which can be renewed on an annual bases up to five years and sign DO contract with RCOG. Mike Sager made the motion to approve the RFQ received from the Northwest Missouri Regional Council of Governments the administration of the District Operations, seconded by Bill Walker. Motion approved (6 ayes; 0 nays).

Open and Score RFQ's for FY24 Plan Implementation, 1st of 5 years

Debbie Roach reported the District received one proposal from Northwest Missouri Regional Council of Governments on March 1, 2023. The Statement of Qualifications was reviewed and then it was scored by each member present in person. A tally of the scoresheets showed a total of 125 points (100%).

Select Contractor for Plan Implementation FY24

Mackenzie Manring motioned to approve the Northwest Missouri Regional Council of Governments as the contractor for Plan Implementation for FY24, which can be renewed on an annual basis up to five years and sign PI contract with RCOG. Mackenzie Manring made the motion to approve the RFQ received from the Northwest Missouri Regional Council of Governments for Plan Implementation, seconded by Richard Wilson. Motion approved (6 ayes; 0 nays).

Each Board Member and RCOG Staff Sign Conflict of Interest Statement

Each board member in attendance signed a Conflict of Interest Statement to avoid any conflicts between the interests of the District and their personal, professional, and business interests.

Statements will be obtained from those not in attendance at the member; Paul Seaman and David Carroll.

Approve the FY24 Application (DO Profile) for Administration of District Operations for the Northwest Missouri Solid Waste Management District

The FY24 District Operations Profile was presented in the amount \$40,000 to administer the District funds. Mike Sager made the motion to approve the District Operations Profile for FY24 in the amount of \$40,000, seconded by Bill Walker. Motion approved (6 ayes; 0 nays).

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

At the January 2023 Executive Board meeting, the board approved Option 3 (See below). However, this Option is requesting to be modified to work with one school in each county hosting a composting educational event on how to compost using food waste from the school cafeterias. A Food Waste Assessments 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. Currently waiting to hear if Missouri Extension will conduct the educational component at each school for a fee. Press releases will be sent to the local newspapers to inform the public they can bring food waste to the schools to have composted. PI funds will also be used to maintain the website.

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.

The PI Profile was tabled and will be discussed and approved at the April meeting.

8. Planner's Report

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

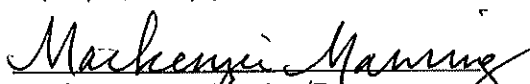
9. Closed Session

No closed session needed.

10. Adjourn

With no further business, Richard Wilson made the motion to adjourn the meeting at 6:12pm, seconded by Mackenzie Manning, Meeting adjourned (6 ayes; 0 nays).


Debbie Roach, Chairperson


Mackenzie Manning, Sec/Treasurer