

**Adams-Clermont Solid Waste District
Board of Directors Meeting**

November 8, 2021

Clermont County Administration Building - 101 East Main Street, Batavia Ohio

Members in Attendance

Adams County	Clermont County
Ty Pell	David Painter
Diane Ward	Bonne Batchler
	Claire Corcoran

Attendees:

Hannah Lubbers, Douglas Snyder, Tom Eigel, Jennifer Haley, Tracie Braun, Kat Zelak; Clermont County
Rachel Brown, Dan Wickerham; Adams Brown Recycling

The meeting was called to order at 10:35 AM by Ms. Corcoran.

1. APPROVAL OF MINUTES

Ms. Ward moved to approve the minutes from the 07/19/2021 meeting. Mr. Painter seconded and the motion passed without dissent.

2. FINANCIAL REPORT

Ms. Lubbers reviewed the financial report.

- Ms. Lubbers noted that the \$12,500 Trevz Road paving project was now paid for. Mr. Pell remarked that the project in front of the AWAR transfer station was a huge improvement.
- Ms. Lubbers stated that there were several invoices that have not been received by the District, and those will be paid when they are received.

Mr. Pell moved to approve the financial report. Ms. Batchler seconded and the motion passed without dissent.

3. 2022 BUDGET

Ms. Lubbers spoke on the 2022 budget. The generation fee will increase by \$0.50 on 01/01/2022, and notification letters have been sent to the impacted landfills.

- Ms. Corcoran asked if the District has received any feedback from the landfills regarding this fee increase and Ms. Lubbers shared that there has been no feedback received.
- Mr. Painter asked why the generation fee had increased. Ms. Lubbers explained there are several programs that the District will be working on implementing or expanding in the future: multi-family housing recycling, school recycling programs, large item disposal, etc.
- Mr. Painter asked about potential opportunities for grant funding.
- Mr. Pell asked for clarification regarding the increase of projected salary expenses for 2022. Ms. Lubbers explained the increase was a result of the newly created Project Manager position approved by the Board earlier this year.

Mr. Painter moved to approve the 2022 budget. The motion was seconded by Ms. Ward and passed without dissent.

4. ADOPTION OF PUBLIC RECORDS POLICY

Ms. Lubbers recommended the District adopt the Clermont County Board of Commissioners Public Records Policy pursuant to and in compliance with Section 149.43 of the Ohio Revised Code.

- Ms. Lubbers stated she has been working closely with Michelle Snyder, Clermont County's Records Manager, to maintain statutory compliance with the District's public records.

Ms. Batchler moved to adopt the records policy. The motion was seconded by Mr. Painter and passed without dissent.

5. 2022 CONTRACTS AND AGREEMENTS

Ms. Lubbers requested authorization for the Director to enter into the following contracts & agreements:

- **Clermont County Municipal Court: \$67,000** – roadside litter pick-up & drop-off recycling site clean-up
Ms. Lubbers explained that the contract amount was reduced by \$10,882 from the prior year for various reasons, including the absorption of some duties by Doug Snyder, the District's new Project Manager.
- **Adams-Brown Recycling: \$40,000** – AWAR transfer station management
Mr. Wickerham explained the justification for the \$16,000 increase, stating that the volume of work at that location has significantly increased, requiring the attendant on site to devote the majority of his time to the management of the station, as opposed to splitting his time between recycling buy-back and station management as in years past. Adams-Brown Recycling has been supplementing the labor needed for buy-back activities with their own staff. There was also a salary increase for Adams-Brown Recycling employees. Mr. Wickerham stated that the actual labor cost for managing the AWAR transfer station was slightly over \$41,000 per year.
- **Adams-Brown Recycling: \$95,000** – Adams County recycling drop-off locations: transportation (\$85 per hour) and processing (\$100/ton)
- **Adams-Brown Recycling: \$18,000** – Adams County educational services
- **Adams-Brown Recycling: \$24,000** – Adams County Recycling Specialist position
Mr. Wickerham explained that this position remains vacant, and the District will not be invoiced for services unless services are provided.
- **Valley View Foundation: \$6,000** – Community litter events
- **Adams County Sheriff: \$5,000** – Summer Resource/Litter Officer
- **Rumpke Waste and Recycling: \$108,543** – Clermont County recycling drop-off transportation and processing: \$14.66 for each 7 yard container tipped
- **Clermont Soil and Water Conservation District: \$12,957** – Clermont County educational services

Mr. Painter moved to authorize the Director to enter into the 2022 contracts and agreements. The motion was seconded by Ms. Ward and passed without dissent.

6. DIRECTORS REPORT

The Director's report was given by Ms. Lubbers:

Safety Footwear Reimbursement Policy

Ms. Lubbers recommended the District adopt the Clermont County Water Resources Safety Footwear Program and Policy, subsidizing up to \$150 per year for steel-toed footwear that complies with ANSI Z-41-1991 standards.

Mr. Painter moved to adopt the Safety Footwear Reimbursement Policy. The motion was seconded by Ms. Batchler and passed without dissent.

2022 Ohio EPA Recycling and Litter Prevention Grant Program

Ms. Lubbers stated there are two opportunities for OEPA grant funding in 2022 that she would like to apply for: the Community and Litter Grant and the Academic Institution Grant.

- Ms. Lubbers stated that the **OEPA Community and Litter Grant** could be used to purchase recycling and/or waste containers for various public parks and boats ramps located throughout the District. The price for each expanded metal unit with metal dome lid is around \$500 each. She stated that there has been some conversation recently about the need for these receptacles in Adams County at the Lions Club Park and some other places, and asked Mr. Pell and Ms. Ward if they could reach out to the appropriate people in Adams County to see what the needs were in other parks there. They both said they would. The total cost for the containers would not exceed \$10,000 with \$7,500 (75%) paid from the grant and \$2,500 (25%) paid by the District. As is typically done on an annual basis, the District will also apply for funding for the Spring Litter Clean-up and Ohio River Sweep which is usually around \$6,500 total (\$1,625 match from District).
- Ms. Lubbers stated that the **OEPA Academic Institution Grant** could be used to purchase a StyroGenie Polystyrene Densifier to be used at Milford School District's Pattison Elementary School. Hannah explained that the school has an impressive food waste reduction program in place with a sort table to allow for composting. This machine will allow for the compaction and recycling of Styrofoam food trays. The total cost of the machine is expected to be \$25,000 with \$18,750 (75%) paid from the grant and \$6,250 (25%) split equally between the District and Milford Schools. If Milford Schools are unable to contribute \$3,125 for the project the Solid Waste District would pay the entire \$6,250 required match. Ms. Lubbers spoke of the importance of composting and food waste reduction, and stated that she would help with the application for the Pattison Elementary project. Mr. Painter asked for clarification regarding food waste reduction programs, and a brief conversation ensued regarding La Soupe, a non-profit agency in Cincinnati that uses discarded food to produce meals for low income families.

Ms. Lubbers recommended the District apply for the **OEPA Academic Institution Grant** in the amount of \$25,000 to be used to purchase a StyroGenie Polystyrene Densifier for use at Pattison Elementary School, with a requirement of up to a 25% match of \$6,250 from the Solid Waste District. Mr. Painter moved to authorize Ms. Lubbers to apply for the OEPA Academic Institution Grant for the stated amount. The motion was seconded by Ms. Batchler and passed without dissent.

Ms. Lubbers recommended the District apply for the **OEPA Community and Litter Grant** in the amount of \$16,500 to be used to fund the annual Spring Litter Clean-up and Ohio River Sweep and for the purchase of metal recycling and/or waste containers for various public parks and boats ramps located throughout the District, with a requirement of a 25% match of \$4,125 from the District. Mr. Pell moved to authorize Ms. Lubbers to apply for the OEPA Community and Litter Grant for the stated amount. The motion was seconded by Ms. Ward and passed without dissent.

Tire Amnesty Events

Ms. Lubbers spoke about the two tire amnesty events that were held in Jackson Township and at the AWAR transfer station.

- Clermont County residents disposed of approximately 5,000 tires at the Jackson Township event on 09/24/2021 and 09/25/2021. The District collected around \$5,000 in fees at the event. The total hauling/disposal cost from Rumpke and Liberty Tire was \$14,000.

- Adams County residents disposed of approximately 3,500 tires at the Adams County event on 10/20/2021. The District collected around \$3,500 in fees at the event. Liberty Tire has not invoiced the District for hauling/disposal yet so that cost is currently unknown.
- Ms. Lubbers stated that \$25,000 in OEPA grant funding was being used to fund these events. After the invoices for the previously mentioned events are paid, there may be enough money left over to hold a smaller tire amnesty event in the spring.

Adams County Recycling: new roll-off box locations

Ms. Lubbers stated that she and Mr. Snyder visited the new recycling drop-off location in Oliver Township, as well as several of the schools in Adams County, and noted that the material in the containers appeared to be clean and uncontaminated.

Cherry Fork compactor

Ms. Lubbers spoke about issues regarding the recycling compactor located at Cherry Fork, stating that there have been complaints of material shelving on top of the hopper and not always falling down into the charge chamber. This issue forces the person who cycles the unit to have to manually remove the material from the hopper. Ms. Lubbers explained that this unit is an older model and was scheduled to be replaced soon, as the unit is nearing its end of life expectancy.

- Ms. Lubbers said she and Mr. Snyder explored several options, including renting a new larger unit, modifying the current unit by adding a doghouse and auto-cycler for \$10,000, purchasing a used larger unit, and purchasing a new larger unit for around \$37,000.
- Mr. Wickerham added that this particular model was acquired in the 1990's from a Wal-Mart store, and gave a brief explanation of the technical information regarding the unit. He stated that a used unit would probably be difficult to find since they are in high demand.
- Ms. Lubbers asked Mr. Wickerham if he thought it would be viable to replace the compactor with a roll-off container. Mr. Wickerham said in the long run there wouldn't be any cost savings due to the increased trucking charges that would be associated with additional pick-ups of a roll-off container.

Ms. Lubbers recommended the District purchase a used 4-yard compactor for the Cherry Fork site if a suitable unit can be located and is economically feasible, or purchase a new 4-yard compactor at current market pricing.

Mr. Painter moved to recommend the purchase of a used or new compactor for the Cherry Fork site, at the discretion of the Director. The motion was seconded by Ms. Ward and passed without dissent.

AWAR transfer station: surveillance cameras

Ms. Lubbers stated that Mr. Snyder has been researching surveillance cameras, equipment, and installation for security purposes at the AWAR transfer station. Ms. Lubbers recommended the board approve the purchase of surveillance cameras, equipment, and installation for the AWAR transfer station at a cost not to exceed \$5,000.

Mr. Pell moved to approve the purchase of surveillance cameras, equipment, and installation for the AWAR transfer station, at a cost not to exceed \$5,000. The motion was seconded by Mr. Painter and passed without dissent.

Feasibility Study: Clermont County large item drop-off location

Ms. Lubbers explained that there continues to be a need for a large item drop-off location in Clermont County, and the District is actively pursuing opportunities to provide this service. Ms. Lubbers recommended the District approve contracting with GT Environmental for up to \$5,000 to perform phase one of a feasibility study to evaluate an economical solution for residents to have a more convenient solution for large item waste disposal.

- Ms. Lubbers stated she had previously been in contact with a couple of businesses in Clermont County that have shown interest in hosting a large item drop-off site, but they are no longer interested.
- Mr. Painter suggested the possibility of the waste haulers providing large item pick-up to households that were not set up as customers.
- Ms. Lubbers stated that she and Mr. Snyder had a discussion with Rumpke about the possibility of a waste transfer station being constructed in Clermont County in the future, and the possibility of it being used as a large item drop-off location.

Mr. Painter moved to approve contracting with GT Environmental to perform a feasibility study regarding a large item drop-off program or facility in Clermont County, at a cost not to exceed \$5,000. The motion was seconded by Mr. Pell and passed without dissent.

Multi-Family Housing Recycling: Clermont County

Mr. Snyder gave an update on the Multi-Family Housing Recycling project. He explained that Union Township was targeted for this program due to the large amount of multi-family housing complexes and the lack of public recycling drop-off locations in the Township.

- Two multi-family housing complexes in Clermont County that currently have a recycling dumpster on-site were visited (one in Eastgate, one in Loveland) and staff was asked about the advantages or disadvantages of having a recycling drop-off dumpster on their property.
- Seventeen multi-family complexes in Union Township were driven through and evaluated based on space constraints on the properties. It was noted that many complexes did not have suitable space to add a recycling drop-off dumpster.
- Mr. Snyder met with the manager/agent of four multi-family complexes in Union Township and offered the Districts services. None of the complexes expressed interest in any services for various reasons.

Education/Outreach Report: Clermont County

Ms. Zelak gave an update of various environmental education projects in Clermont County.

- 260 pounds of useable school supplies were collected from various schools at the end of the 2020-2021 school year.
- Ms. Zelak stated that she continues to posts articles to social media.
- Ms. Zelak has been working with a home school group who conducted food waste audits at their houses. She will follow up with them for a plastic waste reduction project.
- The Girl Scouts of Western Ohio group would like to work on a zero-waste project and she will be assisting them with that effort.

7. AWAR TRANSFER STATION AND ADAMS COUNTY EDUCATION REPORT

AWAR Transfer Station Report

Mr. Wickerham gave an update on the AWAR Transfer Station:

- The large pile of donated steel has been removed from the facility by Stuff Recycling. The total weight hauled out was 241 tons. A profit of \$5,000 was made after paying the costs for the equipment rental and transportation. The fine material on the ground and the appliances will be hauled out next.
- 2021 is projected to see a 20% increase in customers when compared to 2020. There was a 34% decrease in customers in 2020 when compared to 2019.
- Justin Jones, the new employee attendant at the station, is doing well.

Mr. Wickerham also stated that Ms. Lubbers did a good job on her OEPA presentation regarding the recycling drop-off contamination study and signage project.

Education/Outreach Report: Adams County

Ms. Brown gave an update of various environmental education projects in Adams County.

- Ms. Brown attended the open house event at the Oliver Township fire house.
- Three schools in Adams County were visited, and positive feedback was received.
- One school ordered recycle bins as part of the school waste reduction program.

Ms. Lubbers added that all of the Adams County schools now have recycle drop-off boxes.

8. PUBLIC INPUT

No public input was received.

9. SCHEDULE NEXT MEETING / ADJOURNMENT

The Director was instructed to follow-up via email to schedule the next board meeting, which will be held in Adams County. Ms. Ward moved to adjourn the meeting. The motion as seconded by Mr. Painter and passed without dissent.

The meeting was adjourned at 11:52AM.