

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

December 19, 2022

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

Members in Attendance

Adams County	Clermont County
Ty Pell	David Painter
Diane Ward	Bonnie Batchler
Barbara Moore	Claire Corcoran

Attendees:

Hannah Lubbers, Doug Snyder, Greg Bickford, Jennifer Haley, Tracie Braun, Kat Zelak; Clermont County
Dee Edge, Dan Wickerham; Adams Brown Recycling

The meeting was called to order at 10:30 AM by Mr. Pell.

1. APPROVAL OF MINUTES

Ms. Batchler moved to approve the minutes from the 10/24/2022 meeting. Mr. Painter seconded and the motion passed without dissent.

2. FINANCIAL REPORT

Ms. Lubbers reviewed the financial report:

- Ms. Lubbers noted the \$240,000 budget transfer in the supplemental appropriation report for the Clermont County tornado clean-up expenses, and explained that the District has received and paid approximately \$160,000 in tornado clean-up related invoices so far. The estimated expenses for that project could reach \$250,000.
- Mr. Painter asked for clarification on the costs in the Utilities category. Ms. Lubbers explained that trash removal for the AWAR transfer station and recycling drop-off costs are listed as utilities on the report. Recycling drop-off costs were coded as purchased services in previous years.
- Mr. Pell asked for clarification of the \$36,913 expense in the Capital Outlay category. Ms. Lubbers stated that expense was the purchase of a recycling compactor for the Cherry Fork site, and noted that there will be another recycling compactor purchase in early 2023 for the Peebles site in Adams County.
- Ms. Lubbers noted that the expenses and revenue listed on the Cash Report is consistent, and includes the income received from both tire collection events that were held in the fall.

Ms. Ward moved to approve the financial report. Mr. Painter seconded and the motion passed without dissent.

3. 2023 PROFESSIONAL MEMBERSHIPS

Ms. Lubbers requested authorization for the Adam-Clermont Solid Waste District to join the following professional organizations for 2023 and pay the following dues:

- Association of Ohio Recyclers: \$200
- Organization of Solid Waste Districts of Ohio: \$200
- Adams County Chamber of Commerce: \$120

Mr. Painter moved to authorize the District to join the Association of Ohio Recyclers, the Organization of Solid Waste Districts of Ohio, and the Adams County Chamber of Commerce and to pay the dues as listed. The motion was seconded by Ms. Moore and passed without dissent.

4. 2023 CONTRACTS AND AGREEMENTS

Ms. Lubbers requested authorization for the Director to enter into the following contracts & agreements for services during 2023:

- **Clermont County Municipal Court:** \$67,000 for roadside litter pick-up & clean-up of public recycling drop-off sites.
- **Adams-Brown Recycling:** \$40,000 for AWAR transfer station management.
- **Adams-Brown Recycling:** \$95,000 for Adams County public recycling drop-off sites; material transportation and processing.
- **Adams-Brown Recycling:** \$20,000 for Adams County educational services.
 - o Ms. Lubbers explained that the contract amount increased by \$2,000 from the prior year, and is the first cost increase in over 10 years.
- **Adams-Brown Recycling:** \$24,000 for Adams County Recycling Specialist position.
 - o Ms. Lubbers noted that this position remains vacant, and hopes to have it filled in 2023.
- **Adams County Sheriff's Department:** \$5,000 for Summer Resource/Litter Officer.
- **Rumpke Waste and Recycling:** \$120,000 for Clermont County recycling drop-off sites; material transportation and processing.
 - o Ms. Lubbers noted that Rumpke increased the costs for their services by 9.6%, which is the first price increase in several years.
- **Clermont Soil and Water Conservation District:** \$12,957 for Clermont County educational services.
 - o Ms. Lubbers explained that the contract amount increased by \$2,043 from the prior year due to the incorporation of some items that were previously covered under the agreement with the Valley View Foundation. The \$6,000 contract with the Valley View Foundation for community litter events was eliminated.

Ms. Ward moved to authorize the Director to enter into the 2023 contracts and agreements. The motion was seconded by Mr. Pell and passed without dissent.

5. 2023 OHIO EPA RECYCLING AND LITTER PREVENTION GRANT

Ms. Lubbers requested authorization for the Director to apply for the OEPA Community and Litter Grant to fund the 2023 Spring Litter Clean-up and Ohio River Sweep events and two scrap tire collection events in 2023.

- Ms. Lubbers stated that the Ohio EPA has grant funding opportunities available every year, and historically the District has been awarded annual funding to support the Spring Litter Clean-up and Ohio River Sweep events.
- Ms. Lubbers stated that the District will also be applying for funding to hold two scrap tire collection events in 2023. Ms. Lubbers explained that the Ohio EPA encourages districts to only apply for funding for scrap tire collection events every other year, and the last Ohio EPA funded scrap tire events were held in 2021.

- Ms. Lubbers stated that the Ohio EPA requires the Board to pass a resolution that authorizes the District to collect a minimum of \$0.50 per scrap tire from participants during the Ohio EPA funded scrap tire collection events, and a copy of that resolution is required to be submitted with the grant application. Ms. Lubbers noted that the District charges participants a \$1.00 per tire disposal fee at each event, which helps to offset the costs of the matching fund requirements.

Ms. Lubbers recommended the District apply for the OEPA Community and Litter Grant in the amount of \$43,250 to be used to fund the 2023 Spring Litter Clean-up and Ohio River Sweep events and two scrap tire collection events to be held in 2023, with a requirement of a 25% match of \$8,650 from the District, and to pass a resolution that authorizes the District to collect a minimum of \$0.50 per scrap tire from participants during the OEPA funded scrap tire collection events.

Mr. Painter moved to authorize the Director to apply for the OEPA Community and Litter Grant for the stated amount, and to pass the required tire fee resolution. The motion was seconded by Ms. Batchler and passed without dissent.

6. SOLID WASTE PLANNING CONSULTANT

Ms. Lubbers explained that in May of 2023 the District will be starting the solid waste planning process, which is a 30 year plan, and is required to be updated every 5 years. Ms. Lubbers recommended the District approve a contract with GT Environmental for \$45,558 to consult and write the 2023 Solid Waste Plan.

- Ms. Lubbers stated that the planning process typically takes between 2 and 2 ½ years to complete.
- The Ohio EPA is requiring the use of their new 4.1 format, which the District has not used before.
- Ms. Lubbers noted that the Adams-Clermont Solid Waste District is one of just a couple of districts in the State of Ohio which have historically written their own Solid Waste Plans, but this will no longer be possible due to the depth of reporting and strategic program evaluations required by the new format.
- Ms. Lubbers expressed optimism about evaluating the District's various programs, and stated that the District may be able to collaborate with the consultant to identify long-term cost savings.
- Ms. Lubbers explained that during the planning process, the consultant would not only evaluate the efficiency of existing programs, but could also identify and recommend new programs that would benefit the District.

Mr. Painter moved to approve contracting with GT Environmental to consult and write the 2023 Solid Waste Plan at a cost not to exceed \$45,558. The motion was seconded by Ms. Ward and passed without dissent.

7. TORNADO DEBRIS MANAGEMENT

Ms. Lubbers spoke on the progress of the tornado clean-up and reimbursement process:

- Ms. Lubbers gave a brief update on the progress of the debris clean-up, stating the woody debris piles at Miami and Goshen Township have been ground and removed. The last remaining debris pile at Stonelick State Park will be ground soon, with the chips to remain on site for future use in the park.
- Mr. Painter asked for an estimate of the costs incurred by the District to date. Ms. Lubbers explained that so far the District has spent approximately \$155,000 with total expenses estimated to be less than \$250,000.
- Ms. Lubbers explained that Governor DeWine authorized the distribution of funds from the State Disaster Relief Program for the July 2022 tornado, and the District is eligible to apply for reimbursement of up to 75% of all clean-up costs incurred.

- Ms. Lubbers stated that in order for an agency to apply for reimbursement, the State requires a designated person to serve as the main point of contact for each requesting agency. Ms. Lubbers requested the Board to designate her as the contact person for the District in all matters pertaining to the request for supplemental financial assistance.
- Mr. Painter noted that there was a concerted effort from many of the area's elected representatives to encourage the Governor to authorize the appropriation of funds for the State Disaster Relief Program.

Ms. Batchler moved to authorize the District to designate Hannah Lubbers, Director, as the contact person for the Adams-Clermont Solid Waste District in all matters pertaining to the request for supplemental financial assistance for damages caused by the 07/06/22 tornado from the State Disaster Relief Program. The motion was seconded by Mr. Painter and passed without dissent.

8. GRANT OPPORTUNITIES FOR FOOD WASTE DIVERSION, RECYCLING, AND COMPOST FACILITIES

Ms. Lubbers spoke on several additional Ohio EPA grant funding opportunities available to the District:

OHIO EPA ACADEMIC INSTITUTION GRANT

- Ms. Lubbers gave a brief overview of the Ohio EPA Academic Institution Grant, which was previously awarded and used for a food waste reduction project at Merwin Elementary School in Clermont County.
- Ms. Lubbers explained that she was interested in assisting a to-be-determined school in Adams County with a similar program for food waste or organics diversion.

Ms. Lubbers requested authorization for the District to contribute a 25% match requirement of up to \$3,000 for an Ohio EPA grant funding opportunity related to a food waste or organics diversion program in an Adams County school.

Ms. Ward moved to authorize the District to contribute a 25% match requirement of up to \$3,000 for an Ohio EPA grant funding opportunity related to a food waste or organics diversion program in an Adams County school. The motion was seconded by Ms. Corcoran and passed without dissent.

OHIO EPA MARKET DEVELOPMENT GRANT

- Ms. Lubbers spoke on the Ohio EPA Market Development Grant, which is an additional Ohio EPA Recycle Ohio grant funding opportunity. Businesses that are interested in receiving grant funding through this program require government sponsors, which are typically Solid Waste Districts.
- Ms. Lubbers explained that with this grant, the District would apply for funding on behalf of a business to purchase equipment to increase end markets for recyclable materials. The Winding Creek Recycling facility, currently under construction in Clermont County, has expressed interest in this grant funding opportunity to purchase eligible items such as CD&D sorting equipment, a material bailer, and/or mulch processing equipment.
- Ms. Lubbers explained that the Winding Creek Recycling facility is eligible for up to \$200,000 of funding from the Ohio EPA, and the business would be responsible for contributing a 100% match requirement. The business is aware that the Adams-Clermont Solid Waste District would not contribute funding towards this project.
- Ms. Lubbers clarified that before the District would be willing to sponsor a business for this Ohio EPA grant funding opportunity, the District would perform due diligence to ensure that a worthy project was

in place with viable outlets identified for the end products. The grant application is due by February, 2023.

Ms. Lubbers requested authorization for the District to apply for Ohio EPA Market Development Grant funding on behalf of the Winding Creek Recycling facility for the purchase of recycling processing, sorting, or bailing equipment, with no funding contributed by the Adams-Clermont Solid Waste District.

Mr. Painter moved to authorize the District to apply for Ohio EPA Market Development Grant funding on behalf of the Winding Creek Recycling facility for the purchase of recycling processing, sorting, or bailing equipment, with no funding contributed by the Adams-Clermont Solid Waste District. The motion was seconded by Ms. Corcoran and passed without dissent.

USEPA SOLID WASTE INFRASTRUCTURE FOR RECYCLING GRANTS

- Ms. Lubbers spoke on the USEPA Solid Waste Infrastructure for Recycling Grants, stating that the funding opportunity appeared quickly with a small time table given to apply. The grant application is due in mid-January of 2023, with grant awards to be given in the amounts of \$500,000 to \$4,000,000 with no match required.
- Ms. Lubbers explained that there is a need in the Southwest Ohio region for a food waste reduction and/or composting facility, and a demand exists for the end market material produced, which would be a compost material. Food waste is currently being hauled to licensed compost facilities two hours north of Cincinnati since no facility exists in this region.
- Ms. Lubbers stated that since there isn't sufficient time to put together a competitive application, the District should hold off on applying for this round of grant funding, and can later discuss applying for future funding that will be available during the next two to three years.
- Mr. Painter asked Ms. Lubbers to elaborate on the issues associated with food waste. Ms. Lubbers explained that currently the majority of food waste in the region is sent to a landfill, whereas if a composting facility was available some of that waste could be diverted and reclaimed as a valuable end product such as compost or a fertilizer alternative for commercial farming.

9. DIRECTORS REPORT

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

USDA Food Waste Reduction Grant

Ms. Lubbers spoke about the USDA Food Waste Reduction Grant that the District applied for earlier this year.

- The Adams-Clermont Solid Waste District partnered with the Clermont Soil and Water Conservation District to apply for USDA funding on behalf of Valley View for infrastructure improvements and equipment purchases in order to obtain licensing at their Milford composting facility.
- The Clermont Soil and Water Conservation District served as the applicant for this project since the Adams-Clermont Solid Waste District was occupied with the tornado clean-up efforts at that time.
- The USDA notified the applicants that their funding request was denied. Feedback given by the USDA noted a concern that the Clermont Soil and Water Conservation District was not actively involved with Valley View or their operations.

- Ms. Lubbers stated that in the Adams-Clermont Solid Waste District may coordinate with Valley View and re-apply for a similar USDA grant funding opportunity in the future.

USDA Rural Development Grant

Ms. Lubbers spoke about the USDA Rural Development Grant in partnership with Warren County.

- This grant funding has been awarded, and will be used to connect commercial and institutional food generators in Adams, Clermont, and Warren Counties to potential end users and processing facilities.
- The District has been working with a consultant who is currently providing technical support for these services.

Public Recycling Drop-off sites

Mr. Snyder spoke about the increased usage that the public recycling drop-off sites see around the Christmas holiday season.

- A majority of the recycling drop-off sites see an increase in the amount of cardboard boxes in the dumpsters, which take up a considerable amount of space when the boxes are not broken down properly.
- As in years past, Mr. Snyder has coordinated with Rumpke to schedule additional pick-ups at 14 of the drop-off sites in Clermont County for several days after Christmas, as well as scheduled the placement of 30 yard roll-off boxes at four Clermont County sites from mid-December to early January.
- The drop-off sites in Adams County will continue to be monitored and the boxes switched out by Adams-Brown Recycling as needed.

Peebles Recycling Compactor

Mr. Snyder gave an update on the Peebles recycling compactor.

- The new 4-yard PTR compactor for the Peebles drop-off recycling site was ordered on October 31, 2022, and the new compactor will most likely be installed in late February or early March, 2023.
- The old compactor in Peebles continues to have issues and only functions intermittently.
- A roll-off box for recycling overflow was placed at the Peebles location before Thanksgiving for the public to use when the old compactor is not functioning. The roll-off box has been switched out twice since being placed, with an additional switch-out scheduled to occur today or tomorrow.

Scrap Tire Collection Events

Ms. Lubbers gave an update on the scrap tire collection events held in 2022.

- The scrap tire collection event for Clermont County was held at the Neville Boat Ramp on Friday November 18 and Saturday November 19, 2022. It was very cold both days and the event was not well attended by the public.
- Rumpke had multiple packer trucks at the Clermont County site both days, and invoiced the District approximately \$15,000 for labor, transportation, and disposal.
- Rumpke was used to haul the tires away from the Adams County event this year instead of Liberty Tire.
- After including the money generated from the \$1.00 per tire fee imposed during this year's and last year's events, the District only incurred costs of around \$1,000 to hold both events in 2022.
- 22 tons of scrap tires were collected in Adams County and 38 tons of scrap tires were collected in Clermont County.

- The District is planning on holding two scrap tire collection events in the fall of 2023 that will be likely be partially funded by the Ohio EPA. If funded, these events will be heavily advertised and will most likely collect 30 tons of scrap tires in Adams County and 50 tons of scrap tires in Clermont County.

AWAR Transfer Station – Vendor for Tire Disposal

Mr. Snyder gave an update on tire disposal at the AWAR transfer station.

- The AWAR transfer station continues to accept scrap tires from the public for \$0.12 per pound.
- The District has historically contracted with Liberty Tire to haul away those scrap tires, but used Rumpke for the last tire pick-up of 2022 to see if any cost savings could be achieved. Rumpke charged \$80 per hour for their labor and \$120 per ton for tire disposal.
- During the first three quarters of 2022, it was costing the District more money to dispose of the AWAR scrap tires than the District was receiving at \$0.12 per pound. After Rumpke completed their first tire pick-up in early November, the cost savings achieved were enough to correct the negative balance.
- The ultimate goal is to not have to increase the scrap tire disposal prices for the residents of Adams County. Rumpke will be used as the scrap tire hauler at AWAR during 2023 so more data can be gathered.
- Mr. Painter asked about the end use for scrap tires. Ms. Lubbers explained that tires processed through Liberty Tire are typically used for tire derived fuel or crumb rubber mulch, and Rumpke utilizes the scrap tires they collect for use in their landfill engineering projects.
- Mr. Wickerman added additional insight regarding the process of Rumpke's scrap tire recycling program. Rumpke shreds the scrap tires into 2" chips and uses those rubber chips to cover the plastic liners in their landfills. The tire chips are used in place of sand to drain leachate from the landfill.

AWAR Transfer Station – Vendor for Portable Restroom

Mr. Snyder gave an update on portable restroom contract at the AWAR transfer station.

- AAA Sanitation raised their monthly portable restroom contract at the AWAR transfer station twice in 2022, with the latest invoices \$185 per month. It was projected that AAA Sanitation would cost \$2,220 per year in 2023.
- Mr. Snyder requested and received quotes from Xtreme Clean and Rumpke, both based out of Georgetown, Ohio. Rumpke offered the lowest contract price at \$1,380 per year, which will result in an \$840 cost savings per year.
- Rumpke was selected as the new contractor for portable restroom service, and their services are scheduled to begin in January 2023.

Pollution Prevention Internship Program

Ms. Lubbers gave an update on the Pollution Prevention Internship Program.

- The District identified several businesses in Adams and Clermont Counties that could benefit from the Pollution Prevention Program, and those businesses were contacted and made aware of the internship program.
 - Milacron, located in Clermont County, is the only business that has returned a completed application to be considered for the program.
 - The District will continue to accept and review applications until mid-January, 2023.
-

10. EDUCATION / OUTREACH REPORT: CLERMONT COUNTY

Ms. Zelak gave an update of various environmental education projects in Clermont County, and distributed information showing the amount of programming that each school received.

- School programs were overhauled for the 2022-2023 school year, and now includes 45 to 48 new programs. All programs are aligned to State standards.
- An informal survey was sent to the teachers in various schools in order to evaluate the new programs. Fourteen responses were received, and the results from the surveys have been positive.
- Each grade band includes at least one program that is exclusively focused on solid waste reduction, with a secondary solid waste focus in at least one of the other programs as well.
- The school supply recycling program has been successful in the past, and new schools have signed on to participate.
- Ms. Zelak attended a grant reviewer workshop held by the Ohio EPA and was asked to be a grant reviewer for the Ohio EPA Environmental Education General Grant Fund.
- Mr. Pell asked for clarification regarding the Ohio EPA Environmental Education General Grant Fund. Ms. Zelak gave a brief overview of the grant program as it relates to environmental education, and explained that in the past the program has been underutilized and may be a good potential source for future funding for selected District projects.

11. AWAR TRANSFER STATION AND ADAMS COUNTY RECYCLING / EDUCATION REPORT

Education/Outreach Report: Adams County

Ms. Edge gave an update on various environmental education projects in Adams County.

- The schools in Adams County have been contacted regarding round recycling containers for the hallways, and those containers will be deployed after the holidays.
- Adams County recycling promotion has been occurring on social media, with one post about the locations of the public recycling drop-off sites receiving 1,600 separate views.

AWAR Transfer Station and Adams County Recycling Report

Mr. Wickerham gave an update on the AWAR transfer station.

- The weights of the containers being pulled at the recycling drop-off sites have been lighter lately, which is a trend they are seeing in the Brown County containers as well. It is speculated that the loads are containing less paper and more plastic, which is lighter but has more volume.
- The buy-back operation at the AWAR transfer station has been trending downward in terms of dollars, primarily due to a decrease in the value of the materials.
- Since Cohen closed their location in Sardinia, the buy-back operation on Georgetown has seen an increase in customers, but not at the AWAR transfer station.
- The customer count for trash deposits at the AWAR transfer station have been trending downward.

12. ELECTION OF OFFICERS

Ms. Batchler moved to nominate Mr. Painter for President of the ACSWD Board. Ms. Corcoran seconded and the motion passed without dissent.

Ms. Moore moved to nominate Ms. Ward for Vice President of the ACSWD Board. Mr. Painter seconded and the motion passed without dissent.

Mr. Pell moved to elect Mr. Painter to President of the ACSWD Board and Ms. Ward to Vice President of the ACSWD Board. Ms. Batchler seconded and the motion passed without dissent.

13. PUBLIC INPUT

Ms. Lubbers acknowledged that this would be Mr. Pell's last meeting as a member of the Board, and thanked him for his 6 ½ years of service to the District. The Board and other attendees mirrored Ms. Lubbers' appreciation for Mr. Pell's public service. Mr. Pell remarked that he was happy to have served.

14. SCHEDULE NEXT MEETING / ADJOURNMENT

After a brief discussion, it was determined that the next board meeting of the Adams-Clermont Solid Waste District would be held at 10:30 AM on Monday, March 20, 2023 at the Adams County Commissioners Building in West Union, Ohio.

Ms. Ward moved to adjourn the meeting. The motion was seconded by Mr. Painter and passed without dissent.

The meeting was adjourned at 11:35AM.