

TETON COUNTY INTEGRATED SOLID WASTE AND RECYLING ADVISORY BOARD

Meeting Minutes

May 4, 2017

Members Present: Phil Cameron, Don Baker, Jess Wireman, Andi Psmithe, Lorie Cahn

Others Present: Kelly French, Jackson Curbside Recycling; Ted Van Holland, Teton County Engineering; Chris Englund, community member; Jenny Boysen, Westbank Sanitation; Johnny Ziem, Town of Jackson Ex-Officio; Caroline Sheahan, ISWR Financial Accountant; Heather Overholser, ISWR Superintendent; Mari Allan Hanna, ISWR Administrative Assistant/Waste Diversion Outreach Coordinator.

3:05pm: Meeting called to order by Phil Cameron at ISWR.

Discussion of April Minutes

- Phil - Thank you, Katie, for filling in during the last board meeting.
- Andi – How often do we have to cover shortfall with capital reserve?
 - Heather –ISWR budgets to fund any shortfall every year with fund balance (Fund 30). This year, ISWR planned on ~\$1 million and estimates that it will only need ~\$500,000 from the fund balance. For FY18, ISWR anticipates a similar use of fund balance.
- Phil – Is that absolute shortfall or due to timing?
- Heather – Absolute.
- Phil – Why is operating shortfall filled with something called capital?
- Heather – As a County entity, ISWR is required to do so. It is intended to cover for a revenue collapse or other unforeseen circumstance.
- Andi – Does the 2012 SPET have an expiration date?
- Heather/Phil – No, as long as it is used for its intended purpose.
- Caroline – Minutes correction (page 3): E-waste loads should be 8-10 per year instead of 10-20.
- Phil – Reasons for rise in commodities sales?
- Caroline –High commodity prices in recent months, especially cardboard at \$130-\$160 per ton. But prices have now begun to dip. China regulations tightened again, Operation National Sword (*Sharp Sword*). This may result in a backup in shipping/sales as it did in 2014 with Operation Green Fence. ISWR is often forced to sell regardless of market prices due to limited storage space at the Recycling Center. Aluminum is the only commodity that ISWR has the storage capacity and, therefore, the flexibility to hold and time the sale to optimize pricing.

Motion to approve April Minutes with changes, Moved: Jess, Second: Lorie, All in favor, motion carried.

Public Comment - Chris Englund

- Growth of recycling program is a dream come true.
- Lives near May Park in East Jackson and requests community recycling in that location.
- Long way to Rec Center and Rodeo Grounds.

- Densely populated. High concentration of elderly parking available.
- Called Recycling Center previously and felt as if his comment was noted but not acted upon, so he is attending advisory board meeting.
- Possible to coordinate with Parks and Rec and the Town of Jackson?
- Willing to present idea to Town Council.
- Heather – Recommends approaching Commissioners. Recycling is a county office.
- Phil – Possible to send comments in writing? This board can then pursue with our Board of County Commissioners (BCC) liaison.
- Don – Extensive restrictions on the May Park property.
- Ted – Recalls a lengthy list of restrictions for the Park – no ball field, no dogs. Could be a factor.
- Phil – Town liaison could help us investigate these restrictions.
- Heather – Bins anywhere near residents is a challenge. Example: residents around Aspens Market recycling bins have complained about noise and litter. Glass recycling, in particular, is noisy.
- Chris – Northeast corner of May Park is ideal – away from the higher end homes.
- Lorie – Unjust to locate next to less affluent residents.
- Chris – Many of these residents would welcome the bins because they don't have cars to travel to other sites.
- Chris – Would it be possible to place the bins inside a fenced area that can be locked overnight to prevent noise disturbance?
- Phil - Will assign to an advisory board committee. Facilities or Outreach? Committee could look into requests, feasibility, need, challenges, and opportunities.
- Phil – Has ISWR received requests from other neighborhoods for bins?
- Heather – Stilson, Moran, Wilson.
- Heather – Strategy for bin placement is based on the places and routes that community members frequent – grocery, rec center, rodeo grounds.
- Ted – Is a smaller bin system an option?
- Phil – Does everyone agree with sending straight to a committee?
- Lorie – Recommends identifying property restrictions first, before expending further effort.
- Phil – Who to contact with TOJ?
- Johnny – Steve Ashworth with Parks and Rec.
- Phil will contact Steve next week and ask preliminary questions.
- Heather – Also check with Steve about recycling bins at Stilson. It's in master plan but stalled.
- Lorie – Any existing community recycling sites that are not heavily used?
- Heather – Spring Gulch is in the least populated area.
- Kelly – But that provides such a critical service for second home owners who might not otherwise recycle.

Report from Board Chair, Phil Cameron:

- Phil collected board surveys. Exec committee is looking to evaluate board performance and function.
 - Looking for opportunities for improvement from the survey.
 - Structuring meetings.
 - Deeper ventures into ISWR related topics.
 - More leadership from non-exec members.
 - Katie will model this at next month's meeting – informing the board about a pertinent topic.
 - Exec committee will put together a list of topics.
 - 15-20 minutes per meeting on the chosen topic.
 - Moving away from strictly process based meetings.
 - Jess – Sounds great. This board has always seemed well organized compared to others. Always encouraging to be here.
 - Lorie – Uplifting and informative to participate in ISWR board. Difficult to respond to the survey because many of the questions referenced dysfunction, and she has not witnessed this with regard to ISWR board experience.
- Upcoming events:
 - Eco-Fair – Volunteers needed next Saturday afternoon, 12-5pm, to support staff with setup/breakdown/booth monitoring. Good opportunity to hear from the community.
 - Monday, May 15th is Town Clean Up – Opportunity for manual labor at the Rodeo Grounds, emptying yard waste bags.
 - Saturday, May 20th Maker Faire, 12-4pm, ISWR will have a booth.
 - Yard Waste Cleanup is especially short-staffed. Terra Firma and ISWR are short-staffed.

Finance Committee Report, Caroline Sheahan:

- Contamination rate is down to 1%. Excellent! ISWR is able to closely track this now because we are hauling and weighing all waste contamination in the recyclables that is hauled to the Trash Transfer Station (TTS).
- 85% of TTS revenue is collected from account holders. The County Treasurer's office is asking ISWR to take this over during the course of the next year.
 - Phil – Why?
 - Caroline – ISWR status as an enterprise fund.
 - Heather – This will be more efficient for TTS operations. It will eliminate the challenge of a disconnect between the A/R procedures handled through the Treasurer's office and the operations going on at the Scale House. Recent experiences with accounts being locked or delays in the unlocking of accounts by the treasurer's office; customers are often caught off guard when they arrive at TTS.
 - Johnny – Will it require more software?
 - Heather – Not as far as we can tell at this point. The issue is how to divide duties among existing personnel.
 - Don – Who approves account openings now?

- Caroline – Treasurer’s office.
- Don – It’s a lot of work. Does ISWR have the staff?
- Jess – How many accounts?
- Caroline – Several hundred. The Treasurer’s office estimates that they spend 2-4 hours per day on this work now.
- Phil – What is the timeline for the transition?
- Heather – November.
- Jess – Possible to outsource?
- Heather – The benefit of ISWR taking on this work will be the added hands-on control over operations, so outsourcing is not ideal.
- Big Brothers Big Sisters (BBBS) wants more materials! This was discovered accidentally when a pallet of books was incorrectly unloaded with a shipment of textiles. This organization kept the books and wants more. They want to pay 3 cents more per pound than what ISWR currently receives, and the books will be resold rather than recycled. Caroline is in conversation with them about other materials and may request an additional contribution to assist with the shipping costs.
 - Material from Browse N Buy comprised much of what ISWR sends to BBBS, and Browse N Buy anticipates doubling the amount they currently deliver in the next year.
 - BBBS may have a hard time keeping up with the volume of materials from ISWR.
 - Don – What is the quantity from Browse N Buy?
 - 9 tons per month from Browse N Buy.

Report from ISWR Superintendent, Heather Overholser:

- Staffing
 - Mari Allan to be the new Waste Diversion and Outreach Coordinator.
 - The Admin Assistant position will be posted next.
 - Interviews are ongoing for part time scale house operator.
 - The Recycling Operator position was extended for the second time, and more applications have been received.
 - Cassie is doing great as the new Customer Service Representative.

Outreach and Education Committee Report, Mari Allan Hanna:

- Upcoming events, as Phil mentioned – Spring Clean Up, EcoFair, Maker Fair. Please contact me to volunteer.
- Jackson Elementary Kindergarten Students (187 students) are scheduled to tour the Recycling Center over the next month.
- The Hot Shots team from the Riverwind Foundation is nearing the end of their project helping to recruit new RRR Business Leaders. They have nearly met their goal of 100 meetings and 80 new members by end of June 2017. In conversations with Tim O’Donoghue regarding next fiscal year and arrangement for continued support and expansion of the Business Leaders program.

Compost Committee Report, Heather Overholser:

- Food Waste Collection Pilot Program participants, including Heather and Jenny Boysen from Westbank, Signal Mountain Lodge and Grand Teton Lodge Company representatives are meeting in Grand Teton National Park tomorrow to visit collection sites and optimize logistics.
 - Food collection starts within the next week.
 - This pilot project is an exciting step on the Road to Zero Waste.
- Current composting operations at TTS will be able to continue through construction this season. The lower pad is set up for organics collection.
- Grease Disposal
 - Johnny – When the landfill is capped, will more material be piled on top? Could finished compost be added on top of the cap?
 - Heather – Yes, the landfill cap includes layers of soil.
 - Johnny – Researching grease disposal solutions in advance of landfill closure. Incineration appears feasible. Identified another company that composts grease. The compost is not suitable for resale, but one community uses it as a fill on top of their landfill cap. May be possible to mix with wood chips and spread on top of landfill cap.
 - Heather – Could be a solution during the capping process but would not be able to continue this process for grease once landfill capping is complete.
 - Johnny – Will continue to research. Should be more information available because grease disposal is ubiquitous. Received a list of municipalities from EPA with information on grease processing.
 - Heather – Incineration of grease is a possibility. Grease may be useful in animal incineration in liquid form. It could actually help fuel the incinerator.
 - Kelly – Does Cache Valley Byproducts still come up and get the grease?
 - Johnny – Yes, they do clean grease traps and take fryer oil. There may be room to negotiate with them to take more of the grease.
- Dead Animal Disposal
 - Extended dead animal permit to Dec. 31, 2019, to coincide with landfill closure and capping.
 - Univ of WY students are working with ISWR to research options for dead animal disposal post-landfill closure.
 - Kent and Heather are in contact with incinerator manufacturers and their customers. Have identified one site in Kansas City that uses an incinerator at a frequency similar to what will be required at Teton County TTS.
- Ted – Status of O₂ Composting consultants?
 - Heather – Will be contacting them soon. Need to determine water and electricity needs for TTS composting site. Another transformer is necessary. Peter Moon, from O₂, can advise ISWR on electricity and water needs on a per yard or per acre basis.
- Heather is serving on the board of the Wyoming Solid Waste and Recycling Association (WSWRA) and attended recent meeting. Heather was able to inform them of ISWR's plans to pursue permitting for food waste composting.

Zero Waste Committee, Heather Overholser/Mari Allan Hanna:

- Road to Zero Waste strategies are progressing.
- Reuse Resource Guide to be published and circulated as an insert in the News and Guide on Wednesday, May 10. This guide was funded by ISWR outreach but was compiled in collaboration with community reuse partners – Teton Habitat for Humanity, Browse N Buy, Teton Valley Community Recycling in Idaho, and the JH Chamber of Commerce. It will be an annual publication to provide Wyoming and Idaho community members with information on where to repair, sell, buy used, donate, recover, swap or otherwise reuse materials and avoid sending them to the landfill. Organizations that missed the print deadline can contact ISWR to be listed in the online version at <http://www.tetonwyo.org/recycl/topics/reuse-resource-guide/254614/>
- ISWR is planning a partnership with Teton Habitat for Humanity for a zero waste model construction site at the Grove beginning in June. ISWR will fund bins for diverted materials (wood, metal, cardboard) and assist with promotion, outreach, signage and a lunch-and-learn event in the fall.

Facilities Committee, Heather Overholser:

- Interim Trash Transfer Station
 - Received four bids for interim transfer station construction.
 - MD was selected as the contractor with a bid of \$663,000. The bids were relatively tight, ranging from \$662,723.00 to \$706,860.60 (a spread of 6.7%).
 - The engineer's estimate was \$705,000.
 - No residency preference was granted because none of the bidders were appropriately listed by the Wyoming Dept. of Workforce Services Residency Certification.
 - The total project cost, with a recommended 10% force account, will go in front of the County Commissioners for for consideration on June 6.
 - Johnny- What is a standard force account percentage?
 - Heather – Determined by BCC, usually 5-10%.
- Waste Excavation
 - Waste excavation is proceeding.
 - Excavation in the transfer building area is scheduled to be complete by early July, so interim construction can begin the first week in July.
- Permanent Trash Transfer Station Construction
 - Contract for the permanent transfer station construction is scheduled to be awarded by Thanksgiving.
- Funding for incinerator
 - ISWR is in conversations with DEQ about State funding for incineration operations.
 - Cost of incinerator is ~\$275,000 + building and other expenses. Total project is likely \$600,000-\$700,000.
 - Project will also need a gas line and refrigerated walk-in storage.
 - Johnny – Will game and fish put in money?
 - Heather –They approached ISWR about funding in a very preliminary phase before the feasibility of incineration was established. It is unknown whether or not they still have funding available.

- State funding for ISWR landfill closure and capping
 - At WSWRA board meeting yesterday, there was mention that tip fees may be increased statewide by \$1 or more to cover the cease and transfer costs across the state. ISWR/Teton County is exceptional in the amount of matching funds we are providing for cease and transfer. Only 20% of ISWR project costs are coming from the State. The rest is being funded by the County.
- Tip Fees for FY18
 - Tip fees were approved by BCC yesterday. All fees were as previously discussed with ISWR board except that E-waste is up to 40 cents per pound. Caroline did further analysis and found that transportation and tote costs are higher than expected.
 - It is possible that Teton Conservation District may provide funding to assist with the increased e-waste tote costs.
 - ISWR will put out a press release announcing the tip fee increases, as well as language in May TTS billing statements and signage on site.
 - The \$5 minimum tip fee for all TTS loads receive some negative public comment, but it is believed that this is a necessary measure to reduce traffic at TTS and circumvent the need for a credit card minimum that could further complicate Scale House transactions.
- Don – Any mention of the plastic bag issue at BCC?
 - Heather – No.
 - Phil – Would like to be connected with the project leaders regarding his experience with the no idle ordinance.
 - Mari Allan – ISWR will offer guiding questions to the project managers early next week.
 - Don – The answer is all reusable bags. Neither plastic nor paper is the solution.
 - Heather – An all-out ban may be difficult to pass.
 - Andi – Any chance of subsidizing the reusable bags more than they are now? 10 cents instead of \$1 to \$2.
 - Mari Allan – A bag share concept (bags available at no cost outside of retail outlets) was suggested by a previous group of organizers and will be included in the recommendations that will be provided to the current organizers.
 - Johnny – Evidence of plastic bag related pollution is strong.

Motion to Adjourn, Moved: Don; Second: Lorie. Meeting adjourned 4:59pm.

Respectfully submitted,
 Mari Allan Hanna
 ISWR Administrative Assistant

Approved on _____
 Attest:

 Bob Arndt, ISWR Secretary

 Phil Cameron, Board Chair

