

**WEST CENTRAL MISSOURI SOLID WASTE MANAGEMENT DISTRICT  
EXECUTIVE BOARD MEETING SUMMARY**

**May 9, 2017**

**9:30 a.m.**

**802 S Gordon**

**Concordia, MO 64020**

- I. Call to Order:** Meeting was called to order by Chair Jim Marcum at approximately 9:34 am with a quorum.
- II. Roll Call:** In Attendance: SWMD Executive Board members:
- |                              |                 |
|------------------------------|-----------------|
| Jim Marcum – Chair           | Susan Jaster    |
| Susan Crooks – Vice Chair    | Dewey Hendrix   |
| Barbara Carroll              | Ann Black       |
| Gloria Brandenburg/John Marr | Jessica Goodman |
| Ellen Cross & Brenda Ardrey  |                 |
- Absent was:** Tracy Dyer
- Recognition of Staff:** Ruth Anne Parrott: Region F Planner, Emily Craig: Region F Planner, Denise Jaegers: Fiscal Officer, Randy White: Executive Director, Debbie Brackman: HHW Coordinator
- III. Approval of Agenda:** Approved **M/M Susan Jaster /Ryan Hoffa.** Motion Passed.
- IV. Approval of Clean Harbors Electronic Meeting Minutes:** Approved **M/M Ann Black /Susan Crooks.** Motion Passed. *Barbara Carroll abstained from voting*
- V. Approval of MORA Sponsorship Electronic Meeting Minutes:** Approved **M/M Ellen Cross /Ryan Hoffa.** Motion Passed. *Barbara Carroll abstained from voting*
- VI. Treasurer’s Report**
- a. **Approval of Financials/Treasurers Report:** Approved **M/M Susan Crooks / Ann Black.** Motion Passed.
    - i. Fiscal Officer Denis Jaegers announced that future board packets would include additional spreadsheets for the DO and PI grants, a PI breakdown, Schedule 2, and the Quarterly Report that is sent to DNR when available.
  - b. **2017 Budget Amendment:** The budget was amended to move \$6500 from Debbie Brackman’s hourly wages to the conference and professional development category. Approved **M/M Susan Crooks / Barbara Carroll.** Motion Passed.
- VII. Review Bylaws:** It was suggested by Region F Staff that the bylaws revision be tabled until electronic meeting clarification has been received. The board agreed to table the bylaw review.
- VIII. Planner’s Report**
- a. **Grant Close Outs:** There was one grant to close out: City of Waverly Playground Grant F2017-010. **M/M Susan Crooks / Ellen Cross.** Motion Passed.
  - b. **HHW Update**

- i. Debbie Brackman announced that the Higginsville HHW container would be moving to Lexington, and that the City of Versailles will be taking over the Morgan County container. Region F still manages the Marshall and Odessa containers.
  - ii. It was also announced that Emily Craig and Ruth Anne Parrott will be taking over HHW for Debbie Brackman so she can focus on Homeland Security commitments. Emily and Ruth Anne will need HAZWOPER training, and Ruth Anne is to confirm with DNR as to whether they need the 24 or 40 hour training to run HHW sites. The board supported attending local (MO-based) or online training rather than a national conference.
  - iii. Per memo, discussion was also held regarding paying for HAZWOPER training for regional site managers as they take over HHW sites. **Susan Crooks moved** that the Region F Board pay for the online and on-site training for Region F planners and regional HHW site managers (5 people total). **The motion was seconded by Ann Black. Motion passed.** Following further discussion, **Barbara Carroll amended the prior motion** to: the Region F board will pay for HAZWOPER training for each HHW host city one time within a three (3) year period, not to exceed \$1500. After additional discussion, **Barbara Carroll rescinded her amendment. She then made a second amendment** to cap the HAZWOPER one-time training payment of five (5) people to \$1500 total. **The amendment was seconded by Ryan Hoffa. Motion passed.** As a result of the HAZWOPER training funding, the budget also required amending. **Susan Crooks moved** that Region move up to \$1500 in the Plan and Implementation from travel to training. **Ryan Hoffa seconded, and the motion passed.**
  - iv. Discussion was also held on the existence of an HHW agreement as cities take over operations. It was decided that the HHW Committee will update the current Operations Plan and draft an Agreement Letter for participating host jurisdictions to have on file.
- c. **Legislative Update:** Ms. Parrott discussed two (2) bills she is watching. One concerned not allowing a ban on plastic bags in retail, and the other involved the allowance of extrapolating zinc from electronic waste and allowing its use in fertilizer. She also shared the Solid Waste Management Program's stance on using grant funds if possible for Flood Recover Assistance, which the board chose not to pursue as no other districts had approached Region F for assistance.

## IX. FY2018 Grant Call:

- a. After a break, the board then spent the next portion of the meeting scoring and ranking the 2018 Grant Applications. Eighteen (18) grants were submitted, and the Sub-grantee committee removed three (3) grants upon review. The three removed included Remington Arms in Lexington (included wages, which Region F does not pay) and two grants from the University of MO-Rolla because the required match was not listed. As the board did not need to rank the Region F District Operations and Plan Implementation grants, 13 grants were ranked. Discussion was held on the quality of the scoring guide, and it was determined that the sub-grantee committee will improve the current guide or create a new guide prior to the FY2019 grant cycle. The ranking sheet is attached. Those ranked to receive funding were:
  - i. Region F HHW Collection (\$77,000; no ranking abstentions)
  - ii. Marshall Municipal Utilities Pit Conveyor for Horizontal Baler (\$30,000; Jessica Gibson and Dewey Hendrix abstained from ranking)

- iii. City of Sedalia Education/Single Stream Recycling (\$42,500; Jim Marcum and Brenda Ardrey abstained from ranking)
- iv. J.S. Disposal Skid Steer & Cardboard Baler (\$25,457.50; Ann Black and Ryan Hoffa abstained from ranking)
- v. Ozark Recycling Center Band Saw (\$14,358.24; Ann Black and Ryan Hoffa abstained from ranking)
- vi. La Monte R-IV School District Playground (\$38,423.65; Jim Marcum and Brenda Ardrey abstained from ranking)
- vii. Slater School District Playground (\$24,900; Jessica Gibson and Dewey Hendrix abstained from ranking)

**Approval to accept the ranking M/M Ryan Hoffa / Ann Black. Motion Passed.**

- b. As the Region F District Operations and Plan and Implementation grants did not require ranking, **M/M Susan Crooks / Gloria Brandenburg moved** to accept the District Operations and Plan and Implementation budgets as submitted. **Motion Passed unanimously.**

- X. The meeting ended at approximately 12:45 p.m. Meeting adjourned **M/M Ryan Hoffa / Dewey Hendrix Motion Passed.**

Approved this the day 11<sup>th</sup> day of July 2017

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Jessica Goodman  
Secretary Treasurer  
JG: ec