

Solid Waste Management District

Kelly O'Boyle, Assistant County Administrator

A department under the Board of County Commissioners
Doris I. Herringshaw, Ed.D. Craig LaHote Dr. Theodore H. Bowlus



WOOD COUNTY SOLID WASTE MANAGEMENT DISTRICT **POLICY COMMITTEE MEETING**

February 11, 2019

The Wood County Solid Waste Management District Policy Committee met on the 11th day of February 2019. Commissioner Ted Bowlus called the meeting to order at 8:30 a.m. The following members were present: Commissioner Bowlus, Mayor Dick Edwards, Judy Hagen, Lana Glore, and Jim Rossow. Additional persons were in attendance as listed on the attached roster. The Agenda was as follows:

- I. *Introduction:* Commissioner Bowlus was introduced as the new Committee Chairman. District staff and other Committee members were also introduced.
- II. *Approval of November 5, 2018 Meeting Minutes.* Mayor Edwards moved that the minutes be approved and Lana Glore seconded the motion. All members present voted aye and the motion carried.
- III. *Solid Waste Management District Update:* Assistant County Administrator Kelly O'Boyle reported on the following:

Year-end Recycling Numbers: Mrs. O'Boyle presented a residential drop-off recycling program report comparing 2017 and 2018 totals which showed an increase of 240% with the new 24/7 permanent mixed recycling locations, 10 sites established in June and 2 additional in November. An additional report which showed a comparison of all locations was also presented. The District has received compliments from Republic Services regarding the low contamination rate of the recyclables from the sites. Additional containers are to be ordered and two will be added to the Perrysburg Township site. Mrs. O'Boyle thanked the various community groups who assist in maintaining the sites as well as all persons involved with the new program.

Ohio EPA Market Development Grant Submission: The District submitted an application on behalf of Rosenboom Machine & Tool for \$15,590.00, of which \$7,795.00 would be from the State and the other half would be from Rosenboom, to fund purchase of a baler for paperboard covers. Award notifications are expected in April.

Proposed Bylaws Change: Mrs. O'Boyle asked the Board to consider changing the Policy Committee meeting schedule from four to two times per year unless it is a year that includes drafting the Plan update. Email updates from Mrs. O'Boyle will be sent to members to keep them informed. Mayor Edwards moved that the proposed Bylaws change be approved and Jim Rossow seconded. All members present voted aye and the motion carried.

Additional Items: Mrs. O'Boyle reported approximately 100 vehicles were present for the December 1, 2018 personal shredding event held at the Wood County Fairgrounds. Approximately 4,500 pounds of paper was shredded. Beginning in 2019, the annual residential recycling per capita subsidy for jurisdictions that have curbside recycling collection will increase from \$1.00 to \$1.50, which will increase that total payment by approximately \$37,000.00. Beth Parker resigned from her position as Environmental Program Coordinator at the end of January. The Education Report for events since the last meeting and upcoming events is attached.

January Financials: Patti Bowsher presented a report comparing the District's 2015-2019 January year-to-date revenue, expenses, and cash balance. Commissioner Bowlus questioned the large decrease in the unencumbered cash from January 2015 to January 2016. District staff will check into it.

- IV. *Landfill/Recycling Updates:* Mrs. O'Boyle reported the Ohio Environmental Protection Agency has completed its initial review of the Wood County Landfill's expansion permit application. We expect to have the new permit with the start of the 2020 construction season. The bid packet for the 2019 capping liner installation is currently under review. A new excavator will be purchased in 2019 using a Treasurer bond.

Nick Hennessy from BGSU reported the eight-week international Recycle Mania contest is underway and many activities have been planned to encourage students and staff to participate.

- V. *Other Business:* Judy Hagen expressed thanks on behalf of the City of Perrysburg for the additional curbside per capita subsidy funding.

Mayor Edwards conveyed his sympathies on the passing of Mick Torok, owner of N.A.T. Transportation, earlier this year.

Mr. Rossow mentioned he has noticed a higher occurrence of odor lately from the Wood County Landfill. Mrs. O'Boyle stated they've purchased some deodorizer spray that can be applied with the water wagon to control the odor.

Bob Warnimont from Perrysburg Township asked when the additional containers would be delivered for the 24/7 recycling location and if an additional tip could be added to the two per week at that site. Mrs. O'Boyle is waiting on a quote from the vendor and then they will be ordered. She explained that an additional tip may not be feasible. Community groups who are maintaining the sites are instructed to push back recyclables and break down cardboard to allow for additional space.

John Rudolph from Evergreen Landfill reported they are starting in a new cell this year.

Amanda Gamby also expressed thanks from the City of Bowling Green for the increase in the curbside per capita subsidy.

- VI. *Next Meeting:* Monday, November 4, 2019 @ 8:30 a.m.

- VII. *Adjournment:* Meeting adjourned at 9:05 a.m.

Attachments: Attendance Roster
24/7 Permanent Recycling Locations 2017-2018 Comparison
All Drop-off Locations 2017-2018 Comparison
Proposed Bylaws Changes
2015-2019 January Financials Comparison
Education Report

ATTENDANCE ROSTER

WOOD COUNTY SWMD POLICY COMMITTEE MEETING

The following persons were in attendance at the meeting of the Wood County Solid Waste Management District Policy Committee, held in the Wood County Commissioners' Hearing Room on **MONDAY, FEBRUARY 11, 2019 @ 8:30 A.M.**

NAME

ADDRESS/DEPARTMENT

Lana Glora

Wood Co. Health Dept.

Judy Hagen

city of Perrysburg

Joe. Fawcett

BO

Jim Rossom

Plain Township

Mark Dammann

Perryburg Twp

Amanda Sanby

Bb.

Nick Hennessy

BGSU

**WOOD COUNTY SOLID WASTE MANAGEMENT DISTRICT
MONTHLY/PERMANENT RECYCLING COLLECTION
2017 - 2018**

<u>MONTH</u>	<u>2017</u>		<u>2018</u>			
	<u>BG RECYCLING CENTER *</u>		<u>BG RECYCLING CENTER *</u>		<u>REPUBLIC SERVICES *</u>	
	<u>POUNDS</u>	<u>TONS</u>	<u>POUNDS</u>	<u>TONS</u>	<u>POUNDS</u>	<u>TONS</u>
January	17,960	8.98	9,700	4.85	-	
February	12,080	6.04	15,640	7.82	-	
March	11,160	5.58	11,850	5.93	-	
April	13,200	6.60	13,240	6.62	-	
May	17,060	8.53	12,600	6.30	-	
June	16,560	8.28	13,800	6.90	-	
July	9,080	4.54	-		55,940	27.97
August	13,440	6.72	-		74,280	37.14
September	11,660	5.83	-		86,600	43.30
October	15,940	7.97	-		74,360	37.18
November	12,260	6.13	-		93,900	46.95
December	14,540	7.27	-		99,180	49.59
	164,940	82.47	76,830	38.42	484,260	242.13

* Data reflects numbers from those participating in new locations only (does not include North Baltimore, Owens College or N.A.T.). Assumes Rudolph, Jerry City, Portage, and Stony Ridge residents are utilizing new program.

TOTAL '17 = 164,940 POUNDS/82.47 TONS

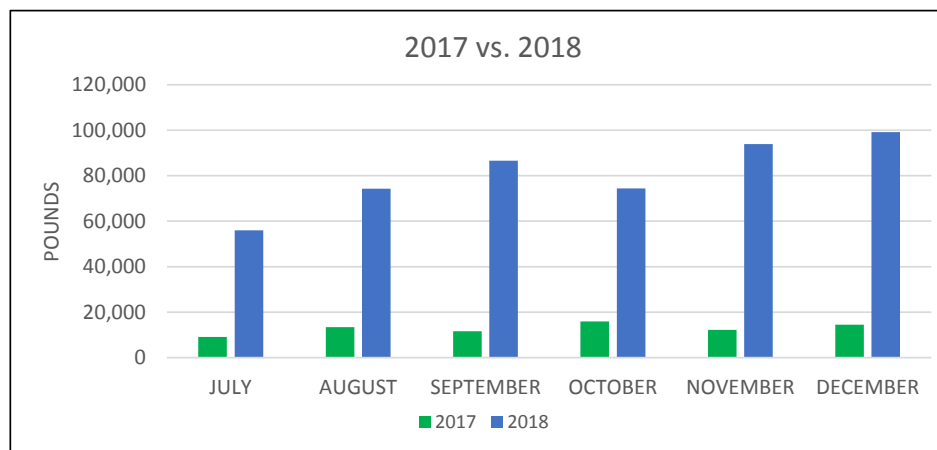
TOTAL '18 = 561,090 POUNDS/280.55 TONS

DIFFERENCE = 396,150 POUNDS/198.08 TONS

INCREASE = 240.18 %

JULY - DECEMBER 2017 VS. JULY - DECEMBER 2018 (In Pounds)

	<u>2017</u>	<u>2018</u>	<u>DIFFERENCE</u>	<u>INCREASE</u>
JULY	9,080	55,940	46,860	516%
AUGUST	13,440	74,280	60,840	453%
SEPTEMBER	11,660	86,600	74,940	643%
OCTOBER	15,940	74,360	58,420	366%
NOVEMBER	12,260	93,900	81,640	666%
DECEMBER	14,540	99,180	84,640	582%
TOTAL	76,920	484,260	407,340	530%



Original bid sited for double the 2016 tonnage reported by BG Recycling Center. Due to the great response from residents:

* Increase tip of Perrysburg Township to include Saturdays due to volume and added additional container.

* Additional containers: 1 at Tontogany, 2 at Pemberville, 1 at Weston (moved from Hoytville), & moved 2 from Wayne to Luckey.

On November 15, 2018, added two additional sites: Village of Portage with 2 containers and Village of Wayne with 7 (currently 5).

This is due to the County receiving notice from N.A.T. of closure of their recycling site, November 1, 2018.

FOR COMPARISON PURPOSES ONLY:

Total volume including North Baltimore and N.A.T. *

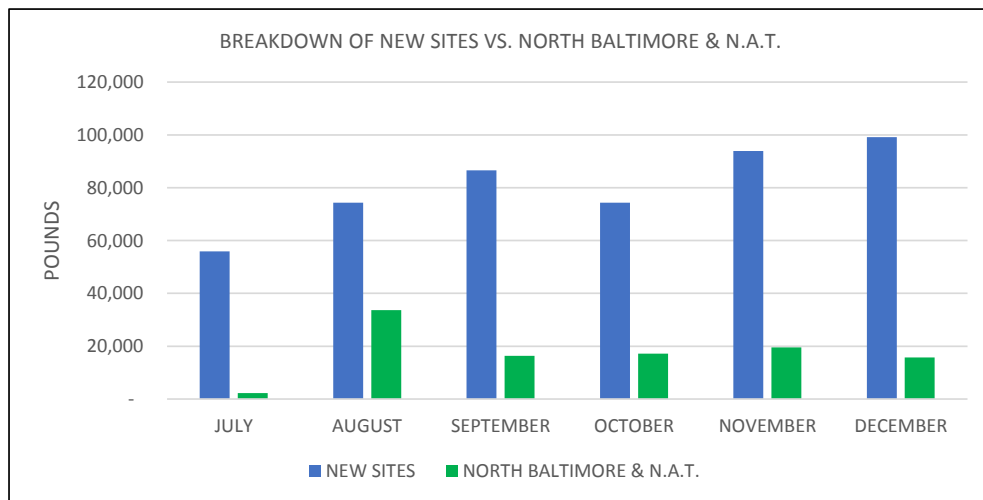
<u>MONTH</u>	2017 <u>ALL LOCATIONS</u>		2018 <u>ALL LOCATIONS</u>		<u>DIFFERENCE</u>		<u>INCREASE</u>
	<u>POUNDS</u>	<u>TONS</u>	<u>POUNDS</u>	<u>TONS</u>	<u>POUNDS</u>	<u>TONS</u>	
January	51,110	25.56	18,220	9.11	(32,890)	(16.45)	-64.35%
February	31,535	15.77	28,889	14.44	(2,646)	(1.32)	-8.39%
March	27,211	13.61	32,786	16.39	5,575	2.79	20.49%
April	18,820	9.41	25,357	12.68	6,537	3.27	34.73%
May	23,060	11.53	26,200	13.10	3,140	1.57	13.62%
June	26,840	13.42	46,892	23.45	20,052	10.03	74.71%
July **	24,909	12.45	58,140	29.07	33,231	16.62	133.41%
August	35,572	17.79	107,958	53.98	72,386	36.19	203.49%
September	20,780	10.39	102,915	51.46	82,135	41.07	395.26%
October	53,172	26.59	91,588	45.79	38,416	19.21	72.25%
November	28,056	14.03	113,410	56.71	85,354	42.68	304.23%
December	35,108	17.55	114,940	57.47	79,832	39.92	227.39%
	376,173	188.09	767,295	383.65	391,122	195.56	103.97%

* North Baltimore not part of new 24/7 mixed recycling locations.

** New 24/7 mixed recycling locations started June 25, 2018.

BREAKDOWN OF NEW SITES VS. NORTH BALTIMORE & N.A.T.

	NORTH BALTIMORE <u>NEW SITES</u>	<u>& N.A.T.</u>	<u>TOTAL COLLECTED</u>
JULY	55,940	2,200	58,140
AUGUST	74,280	33,678	107,958
SEPTEMBER	86,600	16,315	102,915
OCTOBER	74,360	17,228	91,588
NOVEMBER	93,900	19,510	113,410
DECEMBER	99,180	15,760	114,940



Proposed changes in red

Wood County Solid Waste Management District
Policy Committee Bylaws

Background Information

The Solid Waste Management District was established under Chapter 343 of the Ohio Revised Code (ORC). The Board of County Commissioners is the Board of Directors for the Solid Waste Management District. The Policy Committee of the Wood County Solid Waste Management District is established to prepare the solid waste management plan of our district.

Article I – Authority

Section 1. These Bylaws of the Wood County Solid Waste Management District Policy Committee (Committee) were adopted by the Committee on November 9, 2016, and are in accordance with the resolution passed by the Board of County Commissioners establishing the District along with the statutory responsibilities set forth under the applicable sections of the Ohio Revised Code.

Article II – Composition of the Policy Committee

Section 1. The Committee shall consist of the following permanent members per ORC Section 3734.54:

1. The President of the Board of County Commissioners or their designee;
2. The chief executive officer of the municipal corporation having the largest population within the boundaries of the District, or their designee;
3. A member representing the townships within the county chosen by a majority of the boards of township trustees within the District;
4. The Health Commissioner or their designee.

Section 2. The Committee shall also consist of the following members appointed by the members identified in section 1 of this article per ORC Section 3734.54:

1. One member representing industrial, commercial, or institutional generators of solid wastes within the District;
2. One member representing the general interests of citizens who shall have no conflict of interest through affiliation with a waste management company or with any entity that is a significant generator of solid wastes;
3. One member representing the public.

Section 3. Members appointed under section 2 of this article shall serve a term of two (2) years. Near the end of each two year term, the member will be evaluated for future successive terms in regards to attendance, participation and desire to continue to serve.

~~Section 4. Members appointed under section 2 of this article shall attend no less than three meetings within a calendar year. Failure to meet said attendance may result in removal from the Committee by vote of the four permanent members defined in section 1 of this article.~~

Article III – Meetings of the Policy Committee

Section 1. The Committee shall set the following year's meeting dates no later than the last meeting of the year. If the Committee does not fix these dates, the Chairman of the Committee shall do so and notice shall be given to the other members. Notice of, and applicable documents for, regular meetings shall be sent via regular or electronic mail not less than one week prior to said meetings.

Section 2. Special meetings may be called by the Chairman of the Committee, by request of any two members of the Committee, or by request of the Director of the Solid Waste Management District Office. The notice of any special meeting shall set forth the time, date, purpose, and place thereof, and the person or persons calling/requesting such meeting shall be given to each member in writing via regular or electronic mail. Said notice of special meetings shall be sent no less than two weeks prior, unless an emergency situation exists, in which case, notice shall be given as soon as possible.

Section 3. At any meeting of the Committee a quorum shall consist of a majority of the Committee in office at the time. The member must be present in order to cast a vote.

Section 4. Except as otherwise provided in these Bylaws, the vote of a majority of the Committee in office at the time, shall be necessary and sufficient to take any action which may be taken at a meeting of the Committee.

Section 5. The Committee shall meet no less than ~~three~~**two** times in a calendar year including the annual organizational meeting which will be the first meeting of each calendar year. **More meetings will be called as needed per Article III Section 2 or if it is a Plan rewrite or update year, but no more than four total. The Director will email updates as needed between meetings.**

Section 6. The meeting minutes will only be posted on the Solid Waste website after the Committee has voted at the next meeting. Public may receive a draft of the minutes upon request.

Section 7. In order for the meeting to be efficient, the Committee shall follow the published agenda during its meetings. There will be a period at the end of each meeting for comments from the public that are present. The comments will be addressed either during the meeting if appropriate or may be deferred so that information can be gathered. Once the information is gathered, the question

can either be answered by email with the Committee members copied or it will be addressed at the next meeting.

Section 8. The Chairman shall conduct the meeting in a manner that allows the Committee, which has been formed for a specific purpose, to conduct its official business without interruption.

Article IV – Officers

Section 1. The officers of the Committee are as follows:

1. Chair – President of the Board of County Commissioners or their designee
2. Vice Chair - Chief executive officer of the municipal corporation having the largest population or their designee
3. Secretary – Director of the Solid Waste Management District

Article V – Duties of Officers

Section 1. The Chair shall preside at meetings of the members of the Committee, may designate the date, time and place of special meetings as provided herein, may execute all authorized instruments, may establish technical advisory committees, and have additional authority as the Committee or the Ohio Revised Code may provide.

Section 2. The Vice Chair shall act as the Chair in their absence. In such case, all of the powers and authority of the Chair shall be vested in the Vice Chair and any action taken during such time shall be valid and binding. The Vice Chair shall also perform such other duties as the Committee may require or approve.

Section 3. The Secretary shall be responsible for ensuring that proper meeting minutes are taken, keeping of Committee records, as well as the requisite correspondence of the Committee.

Article VI – Public Notice Rules of Meetings

Section 1. Public Notice of all meetings shall be given no less than 24-hours prior. Said public notice shall consist of the time, date, location of the meetings along with proposed items to be discussed. Public notices shall be posted in an area accessible to the public during the usual hours of the County Office Building and/or that of the Office of the Board of County Commissioners, or in the same manner as is given for meetings of the Board of County Commissioners.

Section 2. Except as otherwise provided in this Article, meetings of the Committee shall be open to the public at all times. The Secretary or the person otherwise designated to perform such duty shall record the proceedings of each meeting.

Section 3. Any formal action of the Committee shall be considered and acted on during open meetings.

Article VII – Function of the Policy Committee

Section 1. The primary function of the Committee is to assist the Board of County Commissioners with the preparation, review, and/or update of the Solid Waste Management District Plan. The Plan shall conform to the requirements set forth by the Ohio Revised Code and guidance from the Ohio Environmental Protection Agency.

Section 2. The Committee shall follow the requirements as outlined in the Ohio Revised Code as to the timing, format, and other associated tasks for plan approval, as well as other official functions of the Committee.

Article VIII – Amendments to Bylaws

Section 1. These Bylaws may be amended by a majority vote of the Committee, provided that the notice of that meeting stated the consideration of the amendment to be the purpose or a purpose of the meeting.

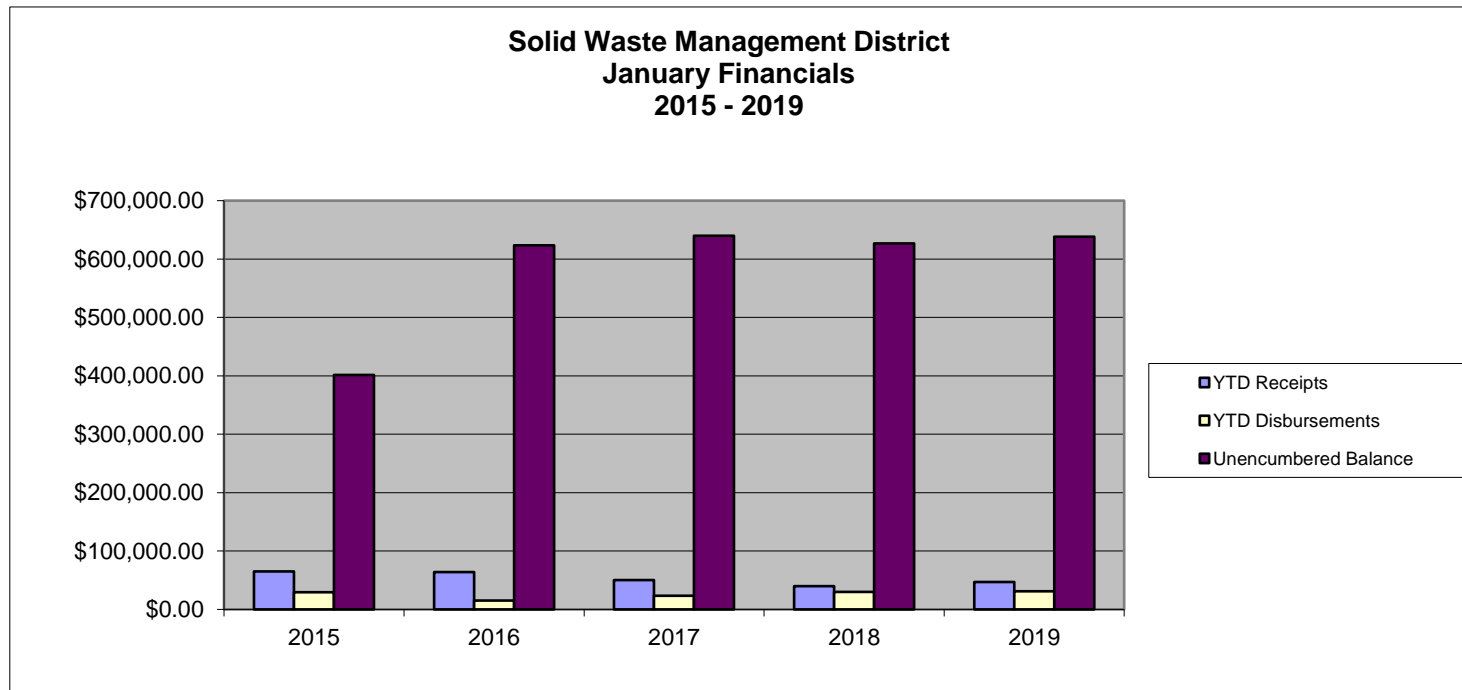
Adopted:

Ted Bowlus,
Chair

Kelly O'Boyle,
Assistant County Administrator

Solid Waste Management District (090):

	YTD Receipts	YTD Disbursements	Unencumbered Balance
2015	\$65,294.00	\$29,590.48	\$401,578.30
2016	\$63,743.38	\$15,091.15	\$623,497.17
2017	\$49,978.88	\$23,239.03	\$639,675.25
2018	\$39,904.72	\$30,089.17	\$626,722.41
2019	\$46,686.76	\$31,000.28	\$638,523.53
Difference	\$6,782.04	\$911.11	\$11,801.12



Education Report: February 11, 2019

A. Presentations since last Policy Committee Meeting:

- “Fred the Fish” for Wood Lane School – 11/8
- “Recycling 101” for Wood County Committee on Aging (WCCOA)/Bowling Green – 11/26
- “Happy Recyclables” for Wood Lane School – 12/12
- “Edible Landfill”
Bowling Green Middle School 7th Grade – 12/14
Fort Meigs Elementary Cub Scouts – 1/17
- “Home Safe Home”
WCCOA/North Baltimore – 1/9
WCCOA/Grand Rapids – 1/25

B. Upcoming Items:

- Save the date for the annual Earth Day Celebration (April 28th)
- 2019 Billboard Contest: Recycle Today for Tomorrow

C. July- December 2018 Education Numbers

- **Tours:** Total- 16
 - Wood County Landfill- 1
 - Wind Turbine- 2
 - Bowling Green Recycling Center- 13
- **Presentations:** 15 total
- **Special Events:** 5 total