

TETON COUNTY INTEGRATED SOLID WASTE AND RECYLING ADVISORY BOARD

Meeting Minutes

April 13, 2017

Members Present: Jim Van Vliet, Katie Dahlgren, Don Baker, Lorie Cahn, Jess Wireman, Bob Arndt, Phil Cameron (joined via phone at 4:35pm)

Others Present: Kelly French, Jackson Curbside Recycling; Tom Segerstrom, Teton Conservation District; Ted VanHolland, Teton County Engineering; Cassie Camuti, ISWR Customer Service Representative; Heather Overholser, ISWR Superintendent; Caroline Sheahan, ISWR Financial Accountant

3:08pm: Meeting called to order by Katie Dahlgren at ISWR.

Motion to approve January Minutes with no changes, Moved: Jess; Second: Bob. All in favor, motion carried.

Report from Board Vice Chairman: Katie Dahlgren

Announcements relayed from Phil Cameron

- Did everyone receive the survey?
 - Not all board members received copies. Katie will follow up with Phil.
- Eco Fair Saturday May 13th
- Congratulations to Heather and staff on ISWR budget presentation.

Introductions and Staffing Update - Heather

- Introduced Cassie Camuti – new ISWR Customer Service Representative and previous part-time Scale Clerk.
- Deadline for two open positions: Outreach/Waste Diversion and Scale Clerk is tomorrow, Friday 4/14.
- Senior Recycling Operator, Bill Hannel, is leaving. This position includes driving the recycling truck to community sites and leads the floor when supervisor is not present.
 - Greg Damm was promoted to fill this position.
 - The deadline to fill Greg's position, Recycling Operator, is next Friday, April 21.
- Total = 3 open positions

Report from County Commissioner, none

Finance Committee Report, Caroline Sheahan:

- Heather and Caroline met with Alyssa yesterday for budget meeting.
 - Very few changes
 - Cell phone stipend instead of company phone for Matt Blair.
- Heather - Summary of budget hearing

- ISWR is one of two business type activities within the County (Enterprise Fund).
 - Expenditures are covered by revenues. Shortfalls are covered by fund balance and capital reserves.
- Balanced budget of \$5.8 million. 1.5% down from last year. This is because of the drop in capital expense this year in comparison with last year's Recycling Center improvements project.
- Shortfall this year is \$514,440. ISWR is covering this with the ISWR capital reserve fund and fund balance.
- Bank charges up due to increased numbers of credit card charges at Scale House and increase in tonnage.
- Utilities at the Scale House are down compared to budget. We are better able to estimate utility costs now than when the building was new.
- The Education/Outreach budget is up \$5,550 over last year mainly due to the cost of developing the new RRR website.
- Repairs and maintenance to the Recycling Center are up \$21,000?. The previous Recycling Supervisor, Shane, was able to complete more maintenance in house. These services are now being outsourced. This is fine.
- Capital equipment replacement costs are up \$211,928. This includes
 - Roll-off container painting, roll-offs for schools, roll-offs for Recycling Center drop-off area. This will increase efficiency for Recycling Center staff. Improvements are phased over the next 4-5 years.
 - Fork lift battery
 - Floor scale
 - Bobcat multi-tool
 - Conveyor belt replacement
 - Security cameras at Scale House
- Recycling Center paving – The original estimate was \$300,000. New estimates are closer to \$600,000K. An additional estimate is coming from Nelson Engineering.
- Site maintenance is down \$5,000. This is always an unknown because of the many uses and users at the Transfer Station site. Commissioners are aware of the uncertainty of this amount and understand that these needs (repairs) often have to be addressed quickly.
- The scale maintenance budget number was reduced in the meeting.
- Bonneville costs are up due to increased tonnages.
- Yellow Iron costs are up due to an increase in tonnages and an annual 2% escalator.
- Composting contract – Commissioners approved Terra Firma's contract with a \$5/ton increase beginning April 1, 2017, as well as a 3% annual escalator that goes into effect on July 1 each year. This includes additional material costs and change in site conditions. The total approved was \$683,092.
 - \$10/ton increase in tip fee for organics will be brought to Commissioners on May 2.

- Tire cost increases are due to the unavoidable discontinuation of recycling in Salt Lake City and the resulting need to landfill.
- Good news in Household Hazardous Waste (HHW) disposal. Costs are down \$20,000 over this fiscal year's budget. This decrease is due to the purchase of the Teton County Weed and Pest building. The building cost was \$120,000. It is paying off in increased safety, increased storage capacity, and a reduction in the number of pickup loads from three times per year to only once.
 - Ted – Is the storage building heated?
 - Kent –It has heat, but since there is no storage of HHW over the winter we do not use it.
- Food waste collection pilot costs are included in both the revenue and expense budgets, as these will be covered by Grand Teton National Park concessionaires. The annual contract amount is anticipated to be \$30,000 to \$60,000.
- The total trimmed from the ISWR budget following the hearing with Commissioners was \$44,547.
- Electronics were budgeted at \$70,000 when the contract was still with ERI.
 - ISWR entered into a new contract with ECS on July 1, 2016. With ECS, ISWR was being paid for these materials. Customer fees were reduced from \$.40 to \$.20.
 - The manufacturer-sponsored electronics buy-back program ended unexpectedly at the end of December 2016, and the electronics recycling program is once again costing ISWR \$.40 per pound to manage.
 - At the last meeting, this [ISWR] board discussed a fee increase up to \$.30/pound, up \$.10/pound over the current fee of \$.20/pound.
 - Caroline completed further analysis and determined that a fee of \$.40 will be necessary to cover the costs of disposal. Not only are the recycling costs higher, but the cost of totes and pallets for shipping have increased. Totes and pallets are expensive and difficult to source.
 - Caroline is looking into the possibility of back hauling totes.
 - The first bill from ECS since the cancellation of the buy-back program included \$4500 in recycling costs and \$2500 in freight. ISWR sends 10-20 loads per year.
 - E-waste fees will need to increase in order to cover expenses. FY2017 saw a revenue of \$3000 for the first and maybe last time.
 - Ted – It's disappointing to have to raise fees again.
 - Heather – Yes, but there was no indication that the buy-back program would end. It had been stable for many years.
- Revenues
 - Revenues are up 7% over FY2017.
 - Increase of 12.5% for commodity sales (\$45,000).
 - Commodity prices are up.
 - Short fall is \$514,440.

- Fund 34 was established by the 2012 SPET and totaled \$14.5 million. The current balance is \$12.25 million.
 - Spending comes first from SLIB. SPET is used infrequently.
- Waiting on interim transfer station construction bids; due May 2.
- Waste excavation is still the biggest unknown cost in the project. Budget estimates are conservative to accommodate for the unknown.
 - Ted – Has work started again?
 - Heather – Yes, Montana Civil started two weeks ago. Kent has done a good job of situating operations on the lower pad to accommodate customers as well as Terra Firma operations. This summer could be the most challenging. Once past this summer, with interim transfer station in operation, things will likely be better.
 - Katie – Why is the budget estimate for this project is higher than the request?
 - Heather – This is because of the schedule change to push back transfer station construction.
- Fund 12 is a Teton County grant fund - SLIB.
 - It is intended to pay for Horsethief Canyon prior to reimbursement from the State.
 - ISWR received two grants from the State
 - 1-Trash Transfer Station construction will be reimbursed at 75%. The remaining will be paid out of SPET.
 - 2-The Landfill closure grant Includes landfill capping, waste excavation, planning and permitting. Estimated spending is 1,463,515 million.
 - It was good that ISWR secured \$7million from the State last year. It now seems that this would have been more difficult at a later date due to State funding challenges.
- Questions?
 - Katie – Did the commissioners have questions about the ISWR budget?
 - Heather/Caroline – No questions on Fund 34. Most questions were about the operating budget - mostly smaller things.
 - Commissioner Epstein is new and was asking questions to become more familiar with the ISWR budget.
 - Heather – When Caroline prepares the budget, it is broken out thoroughly.
 - Caroline – Budgeting starts with tonnage forecasting and then new costs are plugged in. It was cumbersome at first and is now working well.
 - Heather – The budget is not approved yet, but ISWR hasn't been asked to come back for further questions.
 - Once approved, the process to alert contractors and the public to the new tip fees will need to happen.

- Don – How much are the school bins?
 - Heather - \$25,000 per bin
 - Don - Why don't schools pay for this?
 - Heather – we have always taken care of the schools.
 - Kent – Good job Caroline!
 - Caroline - Road kill tonnages are up over 100%. This is not surprising considering this winter.
 - Tom – Speed limit reduction is under consideration. Analysis is just beginning. The interesting finding is that speed limit reduction is only effective in this area. It has not been shown to have an effect statewide. It's only within the national park where a reduced speed has been measured to reduced roadkill.

Outreach and Education Committee Report, Mari Allan Hanna:

- Reuse Resource Guide for Teton County, WY and Teton Valley, ID is a collaboration between ISWR, Teton Habitat for Humanity, Browse n Buy, Teton Valley Community Recycling and the JH Chamber of Commerce. The guide will be distributed with the JH News and Guide on Wednesday, May 10th. It will list reuse resources – including resale, repair, donation, rescue, swap events, etc.... any type of activity that keeps materials out of the landfill and extends their useful life. Organizations and businesses who wish to participate but did not respond to this year's advertisements can contact ISWR to be listed online and will be able to participate in print in next year's publication.
- RRR Community partnerships with the JH Children's Museum, Slow Food in the Tetons – People's Market, and Habitat ReStore repair workshops are on the Commissioners' agenda for Tuesday, April 18.
- Spring Clean Up is also on the agenda for the 18th. Spring Clean Up week is May 8-13th. Collection for Town of Jackson residents is on Monday, May 15th. County residents can drop-off yard waste at no cost, through May 13th. Yard waste bags are now available at the Recycling Center, Town Hall, Town Public Works and Saturday, May 14th at the Eco-Fair, ISWR booth.
- Volunteers are needed for: Eco-Fair on the afternoon of May 14th; the Fairgrounds on Monday, May 15th to help empty yard waste bags from the Town collection and Saturday, May 20th at Maker Faire at the Teton Science Schools Jackson campus
 - Maker Faire features tinkering, innovation, creativity. ISWR is an event sponsor, and we will be helping staff the Teton Habitat for Humanity Builders Booth. 12pm-4pm.
- The annual Backyard Composting Workshop will be June 10th, 10am-12pm at Calico. Guest speaker – Jeff Lowenfels is dynamic and engaging!

Compost Committee Report, Heather Overholser:

- One bid from Westbank Sanitation was received for the food waste collection pilot program in Grand Teton National Park this summer.

- The project scope includes food waste collection and food waste hauling to the West Yellowstone Compost Facility.
- Challenging factors include Yellowstone's commercial hauling restrictions. Yellowstone does not normally allow commercial hauling through the Park, but they are allowing food waste to come from Grand Teton.
- Pilot participants include Signal Mountain Lodge and Grand Teton Lodge Company.
- There are 7 collection sites throughout the park.
- The initial schedule will include one pick up per week to reduce hauling contract costs. The frequency may need to increase as summer temperatures rise and food waste tonnages increase.
- The expectation is that this pilot will involve a certain amount of trial and error. This is the point. A list of desired outcomes has been prepared, and a debrief following pilot completion is planned.
- This exercise will provide valuable information for future implementation of food waste hauling and composting in Teton County.
- Initial collection will be kept simple. It will include only pre and post-consumer food waste and paper towels. No compostable plastic bags, plates, utensils, etc....
- Bob – Who's in charge of educating employees?
 - Heather – Signal Mountain and Grand Teton Lodge Company, with support from ISWR.
 - ISWR is planning trainings and meetings with haulers and park employees.
- Jess – Is Westbank prepared to haul?
 - Heather – Yes. They are installing water tanks on their trucks to wash out bins. These will be water tight trucks that will not spill out onto the ground. The wastewater will be sucked out of the bins and held in a grey water tank on the truck so as not to mix it with the food waste.

Zero Waste Committee, Heather Overholser/Mari Allan Hanna:

- Zero Waste initiatives with the Town of Jackson (TOJ) are progressing.
 - TOJ to place 20 recycle bins to accompany Town trash receptacles. Installation date unknown.
- TOJ is considering measures to process more materials through ISWR.
- Plastic Bags – Two interested citizens approached Commissioner Epstein and members of the spring 2016 JH Conservation Alliance Leadership Institute with an interest in taking action toward an initiative to reduce plastic bags in Teton County. ISWR will support this initiative by providing past research and developing a list of questions to help focus the work of these volunteers.
 - Don – A question for the researchers should address the impact of paper vs plastic vs. reusable shopping bags.

- Construction and demolition materials are the next big piece of the short term Road to Zero Waste. ISWR has received sample ordinances and examples of C and D diversion strategies from a number of communities. We have shared this information with the Town of Jackson. A next step might be to bring an expert/consultant to advise.

Facilities Committee, Heather Overholser:

- Transfer Station contractors have started work.
- No surprises in waste excavation so far.
- Work began earlier than expected (March 22), due to good weather.
- The goal is for interim transfer station construction to begin by July 6, 2017.
 - Pre-bid meeting is next Thursday, 4/19, 9am.
 - Bids are due May 2 at 1pm at Engineering.
- Golder is in town next week. There will be a meeting to discuss the bid process for the permanent transfer building and landfill closure. This bidding process will take place in early 2018.
- ISWR's dead animal project was selected by University of Wyoming students for this spring.
 - The students' advisor is Doug Wachob, a former Teton Science Schools faculty member.
 - Students will provide research on incineration options for ISWR.
 - Logistics, disease containment, process specifics.
 - The project will culminate in a recommendation for Teton County.
 - The presentation will be in June. ISWR board and commissioners will be invited. There will be a local presentation and a possible follow up presentation at the Wyoming Solid Waste and Recycling Conference.
 - This research will greatly assist ISWR staff in meeting the timeline for landfill/dead animal pit capping in Nov. 2019.
 - Ted – Will the students will look into different incinerators?
 - Heather – Yes, for the most part, all other technologies have been ruled out for the ISWR site due to permitting difficulties, transport restrictions, etc...
 - ISWR staff will likely visit one of the recommended facilities to observe in advance of implementation.
 - Katie – How will the incineration project be handled in the budget?
 - Heather – It is not currently in the budget. The cost est. is \$600,000. In recent SPET discussions, when this item was not included, it was understood that funding for this necessity would be determined through other means.
 - Don – Is there really an incinerator that doesn't have to be permitted by air quality?
 - Heather – Yes, they are designed specifically for carcasses and have very low emissions. They have an afterburner that manages the ash and smoke. Certain types produce minimal emissions. There is an existing incinerator operating in Town currently and you would never know it. Golder completed preliminary research on one specific machine and found that it would not require a permit. Golder and the equipment manufacturer would assist the County in the permitting process.

Other Announcements:

- Phil – Eco-Fair this year is launching a leadership in sustainability award in honor of Andy Tyson. Nominations are being accepted now. The award will be presented at Eco-Fair.

Motion to Adjourn, Moved: Jess; Second: Bob. Meeting adjourned 4:59pm.

Respectfully submitted,
Mari Allan Hanna
ISWR Administrative Assistant

Approved on _____

Attest:

Katie Dahlgren, ISWR Secretary

Phil Cameron, Board Chair