

REGION M SOLID WASTE MANAGEMENT DISTRICT
800 E Pennell St., Carl Junction, MO 64834
417-649-6400



Minutes – Region M Board Meeting – Jan. 9, 2018
HSTCC Offices, 800 E. Pennell, Carl Junction, MO

Members of Board Attending:

Joe Hardin – Vernon County (Chair)
Lewis Davis – Cities of McDonald Co.
John Bunch – McDonald Co.
Lynn Calton – Cities of Barton Co.
Alan Cook – Newton Co.
Jim West – Joplin
Travis Gamble – Cities of Newton Co.

Absent:

Mike Davis – Barton County
Phyllis Sprenkle- Cities of Vernon Co.
Tom Short – Cities of Jasper Co.
John Bartosh – Jasper Co.

Members of Public Attending

Mary Anne Phillips (City of Joplin), Nancy Green & Doug Williams (Taylor Green PC)

HSTCC Staff: Jennifer Shotwell, Linda Kyger, Jill Cornett,

Call to Order: Joe Hardin, Chair called the meeting to order at 10:45 a.m.

Approval of Jan. 9, 2018 Agenda: West motioned; Davis seconded. All said “aye.”

Approval of Nov. 14, 2017 Minutes: Bunch motioned; Calton seconded. All said “aye.”

Presentation and approval of annual audit report:

Nancy Green CPA, Taylor Green PC, presented audit report for FY 2016-17. She presented no findings of significance. She acknowledges that staff had prepared and submitted all requested items in due time without conflict.

For the first time in several years, the staff included a Management’s Discussion and Analysis letter to accompany audit report.

She acknowledged a new accounting requirement from MDNR that any equipment purchased in excess of \$5,000 will now be placed under a “security interest” (lien) for five years following the date of purchase. The depreciation will not occur until after one year from the date of purchase.

This schedule differs from the four-year rule of the past. Therefore, the auditors had to go back to all grants with equipment purchases still under the security interest, and make adjustments to the depreciated value. West motioned to approve audit report; Cook seconded. All said “aye.”

Financial report as of Dec. 31, 2017, was presented by Linda Kyger.

The report indicates that spending by the subgrantees is greater than in past years. This is a result of staff’s diligence in observing grant deadlines and working closely with subgrantees to get requests for payment and reports submitted in a timely manner. West moved to accept financial report; Davis seconded. All said “aye.”

Linda Kyger also presented year-to-date financials so board could see the cash status, particularly for post board agenda items to deobligate residual 2017 dollars for Education, E-waste, and Vernon County funds.

Alan Cook spoke about how many subgrantees are still requesting funding for future operations, even though their previous grants have not been expended.

Jennifer explained that the excessive delays created in the 2015-16 and 2016-17 grant cycles for rescoring put several subgrantees behind in expending funds. Additionally, staff turnover in the subgrantee organizations created a learning curve for the new hires, who weren't always sure what was an allowable expense. Jennifer reminded the board that there is generally a nine-month lag from the time a subgrantee submits a grant request until the beginning of the next fiscal year when they can begin expending funds.

Linda reminded the board members that per MDNR guidelines, grants are eligible for two-year' worth of programming, they also may request a six-month extension beyond the 2 years, in the event of equipment purchases or building improvements need finished up. Jill reminded the board that they have the wherewithal to determine whether or not to fund subgrantees who have recurring, excessive outstanding funds that are unspent.

Five-year Administrative Contract: Jill Cornett described the contract that exists between Region M and HSTCC. HSTCC has been contracted to manage district operations for Region M. This is a five-year contract, which expires in June 2018.

Region M must publicly announce a "Request for Proposals" for the 2019-2024 district operations contract. HSTCC staff assisted in preparing the RFP. The executive committee reviewed and approved the RFP. It was put out for public notice on Dec. 18, 2017. The deadline for response is Feb. 5, 2018. All proposals are to be sent to Joe Hardin. HSTCC staff will not receive or intercept proposals.

Jill told the board that she felt HSTCC had the capacity and willingness to manage the contract again. While she had doubts in the past, based on the inability to find appropriate staffing, she now felt that staffing was up to par and HSTCC would be submitting a proposal.

The RFP covers two separate contracts: 1) District Operations; and 2) Plan Implementation of Education & E-waste.

FY2019 Grant Call Status: Jennifer displayed and distributed the three-ring binder, which is a well-organized and orderly set of documents that represent the grants requests received by prospective subgrantees for 2019 funding.

To assist the board in awarding scores and selecting subgrantees, Jennifer included two documents in the packet: 1) MDNR Solid Waste Management Fund: 10 CSR 80-9 (from the Revised Statutes of the State of Missouri) and 2) the SWMP Guidance Document.

Jill explained to the board that she had reached out to the Solid Waste Program Manager in Jefferson City to determine whether or not the scoring session should be an open or closed meeting. His (Jeff Heisler) response was that it should be an open meeting, because it does not include actual "contract negotiations or land acquisition".

The board had several questions relating to the closed sessions of the past. Jill acknowledged those were a result from opposing guidance from MDNR staffers, which was why she elevated the question to a higher authority.

Report on education event M2017-002. Jennifer reported the favorable outcome of the recycling event held at the Carl Junction Chamber of Commerce., where an estimated 12,000 lbs. of paper were collected and shredded, then hauled off to be recycled. In addition, an estimated 3 tons of cardboard were also collected. Computer Recycling Center was contracted to provide the mobile shred truck and staff. Triple R Recycling moved a cardboard dumpster to the Chamber lot for collection. Joplin Waste Paper opened that morning for a mid-event transfer of the full shredding truck's load.

M2018-003 Region M Events: Jennifer described events she has scheduled for 2018 that will be funded by the Education and E-waste monies that are part of District Operations/Plan Implementation. Discussion ensued about the difference between on-going collection points in this grant for future years. Any regular, on-going event will be funded through the grant call beginning in FY2019.

Box Truck: Jennifer described all of the problems and failures associated with the Freightliner Box Truck, which was acquired through a grant to U.S. Materials Management. The truck was repossessed from a location in St. Louis, jump-started and driven to Carl Junction by a professional recovery firm. Once delivered, it was discovered the batteries were bad. HSTCC staff replaced the batteries, and then drove the truck to the Carl Junction Public Works yard. Many efforts have been made to sell the truck, current and past grantees were contacted to see if it could be granted to them, and other SWMP Districts also were contacted. None successful. Over the past year and a half, the tires have degraded, rust has developed on the body and box, the batteries are not functioning, and there are several internal problems with the engine.

After much conversation, the board decided to allow Jennifer to sell it for as much as possible. Davis motioned. West seconded. All said "aye."

McDonald County Recycling Center: Jennifer provided an update on the operations of the McDonald County Recycling Center in Noel, which had been operated by both the City of Noel and by a private company, Southwest Sanitation. The business is defunct. Much of the equipment in the facility was purchased through Region M grant funds. Southwest Sanitation, under M2014-012, purchased a trailer and 2-yd & 6-yd collection bins. Jennifer told the Board that after hearing a report from Lewis Davis, Mayor, she made arrangements to safeguard some of the equipment (2-yd and 6-yd rear facing bins) by having them moved to both the Vernon County and the Carthage Recycling Centers. More bins are being collected across the county and are being held by the City of Noel. The recycling trailer is currently being used by the City of Noel in the recycling center.

Because the subgrantee – Southwest Sanitation – has failed to meet the grant requirements, MDNR has advised Jennifer to advise the board to vote to **terminate M2014-013 (Southwest Sanitation) FAA** and move ownership of the **equipment to M2014-12 (City of Noel)**, because the City of Noel is currently managing recycling operations until further notice. Jennifer referenced the "Termination for Cause" section in the MDNR General Terms and Conditions and provided the Board with a copy of the M2014-012 FAA. West motioned; Calton seconded. All said "aye." DAVIS ABSTAINED.

Requests from Grantees:

1. **M2017-002: Region M PI Grant (Plan Implementation/ Public Education and MORA):** Staff requests the board vote to deobligate unspent funds in the amount of \$11,168.78 and close the

project. All activities scheduled under this grant started late. The education sub-grant projects that took place came in under budget. West motioned; Davis seconded. All said “aye.”

2. **M2017-003 – Joplin Memorandum of Understanding:** Joplin and staff request the approval of the final report and closure of the Region M MOU with the City of Joplin, funded under the Plan Implementation (PI)/HHW funding. Diversion has been very successful: 15.5 tons of E-waste, 0.7 tons of dry cell/alkaline batteries, and 2 tons of HHW. The city noted that residents in all 5 Region M counties logged items brought to the center. Cook motioned; Davis seconded. All said “aye.” WEST ABSTAINED.
3. **M2017-003: Region M PI Grant (HHW, E-Waste, White Goods, Community Clean-up):** Staff requests deobligating Region M PI Grant in the amount of \$729.56 and close project. Bunch motioned; Gamble seconded. All said “aye.” WEST ABSTAINED.
4. **M2017-005: Lamar Enterprises:** Request to approve final report and close project. All grant funds were expended. Diversion totaled 418.31 tons. West motioned; Cook seconded. All said “aye.”
5. **M2017-011: Vernon County Recycling Center:** Requests approved to de-obligate \$3,250 in unspent funds, and close project. Cook motioned; West seconded. All said “aye.” HARDIN ABSTAINED.

There were no Public Comments

Next Board meeting set for Feb. 20, 10:30 am at Parkwood Sr. Apts., 1200 N. Range Line in Joplin. This meeting features the presentations by the grant applicants. Jennifer anticipates that this will be a long meeting. Lunch will be provided.

Adjournment: West moved to adjourn meeting at 12:05 PM, Davis seconded. All said “aye.”