

## **TETON COUNTY INTEGRATED SOLID WASTE AND RECYCLING ADVISORY BOARD**

Meeting Minutes

June 1, 2017

Members Present: Phil Cameron, Joe Kola, Bob Arndt, Jim Van Vliet, Katie Dahlgren, Bob Arndt

Others present: Johnny Ziem, Town of Jackson Ex-Officio; Kelly French, Jackson Curbside Recycling; Commissioner Paul Vogelheim; Jenny Boysen, Westbank Sanitation; Caroline Sheahan, ISWR Financial Accountant; Heather Overholser, ISWR Superintendent; Kent Jaspersen, ISWR Solid Waste and Recycling Manager

3:10pm. Meeting called to order by Phil Cameron at the Recycling Center.

Motion to approve May minutes, Moved: Phil, Second: Bob, All in favor, motion carried.

### **Report from Board Chair, Phil Cameron:**

- Survey conversation – board effectiveness, opportunities for improvement.
- See Survey scoring – (board members not in attendance ask for copy).
- Better ways to engage board members in conversation regarding ISWR.
- Creating value for staff and County.
- Meeting with Teton Conversation District (TCD) – Congrats to Heather for a great job explaining the needs of ISWR to their board and securing additional funds for projects.
  - \$22,250 granted for
    - Household Hazardous Waste (HHW)/E-waste.
    - Money for food composting pilot.
    - Yard waste bags.
    - E-waste – TCD will split additional cost of totes for hauling E-waste

### **Report from Teton County Board of Commissioners, Paul Vogelheim:**

- Budgeting: ISWR was very well prepared. Public hearing for budget presentation is June 19<sup>th</sup>. BCC approval scheduled for June 20.
- Met with University of Wyoming students studying animal carcass disposal. Discussed economics, cost estimates on various equipment and processes and concerns about Chronic Wasting Disease (CWD).
- Johnny- What is the status of the County sustainability plan?
- Heather- Final version from Cascadia will be presented to BCC soon.

### **Board Member Presentation, Katie Dahlgren: Plastics! 10 Fun Facts**

- (see Power Point presentation)
- What and why about plastics recycling in JH community
- 7 different types of plastics - Ecocycle.org
- National Sword 2017 – China program looking at their import of plastics.
- Caroline -Plastics #3-7 are usually thrown away. Markets for #'s 1-2 are more stable.
- Katie – Goal is to find more solutions for plastics closer to home.

- Phil – Numbers on plastic containers are the resin code from the plastics industry; not the recycling industry.
- Heather – Caroline is always watching the plastics markets for potential alternatives.

#### **Report from ISWR Superintendent, Heather Overholser:**

- New this week -Local breweries are using labels for aluminum cans that are not recyclable.
  - They are wraps and stickers rather than printed cans.
  - We are unaware of a short-term solution.
  - ISWR staff is currently sorting them from the aluminum stream and discarding them as trash.
  - Caroline checked with the aluminum mill, and these labels are considered a contaminant.
  - ISWR is reaching out to the breweries to see what can be done.
- Johnny Ziem – There could be more cans out there.
- Phil – Market connections to help contact local breweries.

#### **Finance Committee Report, Joe Kola:**

- (see reports)
- Commodities pricing is on track. Slightly up due to rebounding commodity prices and tip fee structure.
- Steel food cans and scrap metal are up.
- Heather – Commodities up about 10% over last year.
- Joe – Diversion rate is down a little from this time last year. A large amount of clean fill helped to create a higher diversion rate last year.
- Joe will update construction costs with Montana Civil.
- Caroline – May to be a good month. A/R – still catching up 60/90 days. A/R are around \$350. Generally doing really well.
- Heather- Right on track with our FY16-17 budget as we look towards the year-end.
- Joe- Finance committee to review the big picture of all large projects and funding.
- Heather- Existing funding for ISWR capital projects is approx. \$2 million less than what is needed to complete all projects. Staff will begin to review additional funding opportunities.

#### **Report on Hiring, Heather:**

- Recent promotions from within are positive, but they present a hiring challenge because while they fill one gap in personnel, they create another one.
- Promotions include:
  - Cassie Camuti, who was the part time Scale House Operator and is now the new full time Customer Service Representative.
  - Mari Allan Hanna was promoted from Administrative Assistant to Waste Diversion and Outreach Coordinator.
- Several new-hires for Recycling Operator and Scale Operator both left within a week of their start date.
- Posted positions include:

- Administrative Assistant
- Recycling Operator – Zero applications to date
  - Especially short-handed on the Recycling Floor.
- Also hiring for part time Scale House Operator. This position is hard to fill due to odd hours.
- Discussion of staffing:
  - Cross training is helpful because it allows staff to fill in for vacancies, but, by filling in, staff is pulled away from their regular duties.
  - There is discussion of the County Treasurer’s Office moving Transfer Station/Scale House accounting to ISWR staff.
    - Heather is requesting a November transition time.
    - The potential for this additional workload has generated ideas about creating a new, additional full time position to handle this function and other fill in/floating responsibilities.
  - The position would potentially be a \$35-40,000 per year position.
  - Commissioner Vogelheim- Shorthanded by how many people?
    - 2 Full-time and 1 Part-time
      - Admin position – full time
    - Part time scale house
    - Recycling operating – full time
  - Discussion around vacation times and staff feeling stretched thin.
  - Kent – Tried multiple ways to cross train to help out at Transfer Station. Part time position is difficult to fill. It is often that we find ourselves short of help by ½ person.
  - Part time Scale House hours are 1-2 full days/week and 1 Saturday.
  - Suggestion- move part-time position to a full-time position that would meet the needs at the Scale House and then fill in at other positions as needed.
  - Commissioner Vogelheim- Is there room in the budget for the additional person at \$30-35,000?
    - Pool of applicants would increase if it were a full-time position.
    - Heather/Caroline – Capital fund balance would be used to fund the position.
  - Heather- Concerned about Recycling Operator. Very few applications.
  - Commissioner Vogelheim – Why? Housing, pay, benefits?
  - Discussion about pay and benefits for the job and how to hire for these positions.
    - Tough market in Jackson currently due to housing, and cost of living.
    - Discussion of how to market the positions to highlight a better lifestyle or experience or work culture.

**Project Update – Montana Civil, Heather:**

- Area prepped for interim transfer station.
- MD was awarded the contract to build the interim transfer station.
- Excavation still going strong and Montana Civil is working on the upper pad.
- If interested in visiting site, contact Kent or Heather.
  
- New Transfer Station planning. Bids scheduled for the fall. Project to begin spring 2018.

- On budget with projects, minus the \$2 million discussed previously. Considering potential SPET for these projects.
- Animal carcass disposal project needs a resolution within the next two years.
  - Discussion on how to fund carcass disposal either through the County or DEQ or part of the Transfer Station bid savings. Multiple options.

**Outreach and Education Outreach:**

- ISWR participated in recent events - Eco-Fair, Maker Faire, and Spring Clean Up.
  - Maker Faire – least beneficial to education outreach
- Hotshots are completing their year-long project to recruit RRR Business Leaders. Membership has increased from 80 to approximately 150 businesses.

**Food Waste Collection Pilot Report, Heather:**

- Two weeks in.
- Going well to date.
- Partners Westbank, Signal Mountain Lodge and Grand Teton Lodge Company are working well together.
- Already discussions about max out capacity
- Still at one pick up per week.
- Hoping Subaru will consider an increase in cost for twice/week pick up.

**Fall board trips:**

Bonneville County Landfill and West Yellowstone Compost Facility

Motion to adjourn, Moved: Joe, Second: Phil. Meeting adjourned 5:00pm.

Respectfully submitted,  
 Bob Arndt  
 ISWR Advisory Board Secretary

Approved on \_\_\_\_\_

Attest:

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 Katie Dahlgren, Board Vice-Chair

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 Phil Cameron, Board Chair

