

**TETON COUNTY INTEGRATED SOLID WASTE AND RECYCLING (ISWR) ADVISORY BOARD  
ADVISORY BOARD MEETING MINUTES  
LOCATION: ISWR CONFERENCE ROOM, 3270 S. ADAMS CANYON ROAD, JACKSON, WYOMING  
THURSDAY, DECEMBER 5, 2019, 3-5PM**

Members Present, constituting a quorum: Lindsey Ehinger, Wes Gardner, Don Baker, Jess Wireman, Tanya Anderson, Rachel Daluge, Diana Myers (via remote call), Rani Carr (via remote call).

Others Present: Carrie Bell, ISWR Waste Diversion Education & Outreach Coordinator; Becky Kiefer, ISWR Administrative Assistant; Caroline Sheahan, ISWR Financial Accountant; Sara Van Gendren, Teton County Resident and Attorney; Paul Walters, Jackson Hole Airport; Tom Segerstrom, Teton Conservation District; Dawn Webster, Jackson Hole Conservation Alliance; Kelly French, Jackson Curbside Recycling; Johnny Ziem, Town of Jackson Public Works; Tim O'Donoghue, Riverwind Foundation; Jonathan Schechter, Town Council Member.

3:00pm: Meeting called to order by Lindsey Ehinger at ISWR

Motion to approve October 3 board meeting minutes, Moved: Tanya, Second: Rachel; all in favor, motion carried at 3:12pm.

**Report from Board Chair, Lindsey Ehinger:**

- *Action Item:* Election of Executive Officers for 2020

Motion to open nominations for Diana Myers as Board Chair, motion passed.

Motion to open nominations for Rani Carr as Vice Chair, motion passed.

Motion to open nominations for Wes Gardner as Secretary, motion passed.

Motion to open nominations for vacancy as Treasurer, motion passed.

Motion to vote for Executive Board Positions, all in favor, motion carried at 3:18pm.

- I. Board Chair – Diana Myers
- II. Board Vice Chair – Rani Carr
- III. Board Secretary – Wes Gardner
- IV. Board Treasurer – Vacant

- Recycling Q&A

The intention of the Recycling Q&A is to clarify difficult to answer questions to provide accurate education at community outreach events. In Teton County, community members must sort their recyclables, and with the current state of the recycling commodities market, eliminating contamination is a priority. The items discussed were paper board, receipt paper, plastic ring topped beer holders, soiled tin foil and wrapping paper. None of the examples are recyclable.

Paper board is not corrugated, the fibers are too short and when recycled it essentially turns to mush; this is a byproduct of recycled corrugated cardboard. Thermal receipt paper has trace amounts of BPA, technically it can be recycled with office paper, but rather than a recycling issue this is a health concern. Although the plastic beer top holders have a recycling symbol, it is not a bottle shaped plastic. Regarding the tin foil, if anything is not clean, it is not recyclable. Wrapping paper is not recyclable due to metals and plastics incorporated into the paper that gives its appeal.

- SPET results

The ISWR 'Road to Zero Waste' ballot initiative passed with a 74% vote, guaranteeing four zero waste infrastructure projects at the Teton County Recycling Center and Compost Facility. Brenda Ashworth, Superintendent of ISWR, has submitted a

disbursement schedule to Katie Smits, Teton County Treasurer. Katie will have the SPET disbursement schedule ready for the BCC in February 2020. The requested is as follows:

<b>Activity</b>	<b>Date</b>	<b>Amount</b>
Planning (engineering)	06/01/2020	\$250,000.00
Food De-Packager	09/01/2020	\$350,000.00
Truck Scale	03/01/2021	\$350,000.00
Sort System	06/01/2021	\$1,200,000.00
Covered Recycling	03/01/2022	\$35,000.00
		<b>\$2,500,000.00</b>

- Road to Zero Waste Resolution

ISWR board members were reminded of the Road to Zero Waste Resolution. As a private enterprise fund and in a challenging market, for recyclable commodities effecting ISWR's bottom line, it can be easy to focus on financial sustainability. Lindsey reminded staff, board members and meeting attendees the importance of our guiding principles and priorities regarding Road to Zero Waste and the Zero Waste Plan. The resolution adopted by the Teton County BCC is a guiding principle for all County operations. The resolution states, "recognizing that voluntary recycling has not, and in all probability cannot, achieve Zero Waste goals". The ISWR advisory board shall review the Zero Waste Plan in a future board meeting.

**Treasurer's Report (Staff):**

- Monthly Finance update

The Teton County FY19 audit is almost finished and the auditors are scheduled to present on December 16<sup>th</sup>. Caroline Sheahan, ISWR Financial Accountant, would like the auditors to visit and give an ISWR report. She will keep everyone updated on the progress of organizing the visit and welcomes board members to attend.

ISWR is a quarter through FY20 and overall revenue looks great and ahead of budget. Trash Transfer Station revenue is ahead of budget and despite the depression of commodity prices, Recycling Center revenue is up due to grants, donations and services. On the expenses end, ISWR will be a quarter of a million over budget. \$100,000 of that is from the Teton County wage increase. Last year we had damage to our scale house, we received the insurance check last fiscal year and the repairs happened this fiscal year.

Tonnages diverted at the Trash Transfer Station are up 17% this fiscal year. Inbound at the transfer station is up 11% and outbound to Bonneville County is up 8.7%. Recycling Center tonnages are up 8.53%. At the Recycling Center the contamination rate has consistently hovered around 1.76%. This year we are up 11.79 tons to date and our average in the past is around 6 tons of contamination per month at the Recycling Center, we are now averaging 8 tons per month of contamination this fiscal year.

**Committee and Staff Reports (Committee Members and Staff):**

- Education/Outreach/PR/RRR/Zero Waste Planning

ISWR will collaborate with the Riverwind Foundation on the RRR Business Leader's program beginning January 1, 2020. The Riverwind Foundation will be taking over the administrative activities of the program. The Riverwind Foundation will hire a project manager and several hot shots to administer the application, conduct waste audits, create new materials, rebrand, etc. The project manager will provide both ISWR and

Riverwind Foundation a monthly report. Carrie Bell, ISWR Waste Diversion and Outreach Coordinator, is hoping that the agreement and staff report will be on the December 17 BCC agenda.

Jackson Hole News & Guide approached Carrie a few weeks ago about creating a holiday waste reduction guide, and she loved the idea which printed on Wednesday, December 4. ISWR has a full one-page ad, JH News & Guide wrote a great article, and the back side of two sheets is a holiday print to encourage people to use it for gift wrapping. ISWR will run smaller ads in future editions.

Carrie sent a community diversion rate email asking for businesses and non-profits for anecdotal diversion rate data. About 15 to 20 business responded expressing interest to participate. This will be helpful in the Road to Zero Waste annual report, although not scientific, it is of value to illustrate how our community is diverting waste. This was a great idea from the board to ask for information and acknowledge our community efforts.

ISWR had a photographer come and take pictures of staff, commodities and the facility. Staff posed in front of commodities holding related informative signs. The idea is to have a different photo on every roll off, which are viewed all around town. This is a great advertising opportunity to address contamination and link the fact that recycling has a face, and there are people handling each item.

- Plastic Bag Reduction Ordinance

Approximately 30 businesses have picked up their free box of fifty reusable “Stay Wild” bags. The Chamber of Commerce is going to start handing the bags out at the airport beginning next week through March. The previous quarter’s bag fee is in, totaling \$21,363.33. This is hard to compare to the first quarter, which is significantly higher, because it took place during peak tourism. This has prompted new advertising campaigns with the Chamber of Commerce and JH Traveler to educate tourist before they get here. The data that both the Chamber and JH Traveler provided seems like some of the best ways to target this demographic while they are in the planning and packing stage of their trip. Carrie will attend the Travel and Tourism Board’s meeting on December 12 to publicly thank them for partnering with ISWR on the bag purchase. A discussion opened amongst board members and board attendees about how the ordinance is working well and other communities in Wyoming are considering following suit. Also, there was recognition that bag fees may be used toward any Road to Zero Waste initiative, as the ordinance language was intentionally vague, as long as ISWR is transparent on the budget line item and uses the funds responsibly.

- Compost Planning

ISWR staff is looking forward to proceeding with the early adopters who have shown interest in the food waste compost project. Carrie will begin education with early adopters late winter while drumming up business through the Sustainability series in March. It seems natural to reach out to RRR Business Leaders as early adopters while maintaining a cautious and slow roll out to the project to ensure adequate service, education and to troubleshoot any potential issues. The biggest question ISWR gets regarding food waste composting is residential; residential food waste composting is a goal but will be further down the road.

## **Capital Projects Update (Lindsey Ehinger on behalf of Brenda Ashworth):**

- Recycling Center Phase 2  
Construction on Phase 2 of the recycling center is complete. ACM finished to project ahead of schedule and under budget. Final payment is scheduled for December 24, 2019. The fire suppression system inspection showed that ISWR cannot pile more than 2 bales of plastic or 3 bales of other items higher in the new storage facility. ISWR was previously stacking 4 or 5 bales high. ISWR is soliciting a contractor to review and make recommendations for the system; this will cost quite a bit.
  
- Carcass Disposal  
Brenda and Heather will attend the Ungulate Carcass Disposal and Composting Summit on December 17 and 18, in Casper, Wyoming. The summit is hosted by Wyoming Game and Fish. ISWR will move forward with issuing an RFI for crematory services in Teton County after the summit, depending on what the rest of the state is doing.
  
- 
- Transfer Station Update  
Yellow Iron has moved into and is operating in the new Trash Transfer building. The doors were fixed, and October 28 was the move in date. RSCI has submitted the final pay application. Final payment is scheduled for January 7, 2020.
  
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- Landfill Capping Update  
The landfill closure is progressing. The structural fill layer and mulch have been placed. RSCI couldn't fully test the cap and some holes were detected. They will need to do some repairs. We have over 14 acres of exposed soil that will likely have some runoff in the spring. Therefore, they will be required to do storm water mitigation and soil erosion prevention. Recent snowstorms may hinder completion of the project. As of Monday, RSCI sent a letter requesting winter shutdown. We are working with Keith Gingery and Heather to request an extension of contract. The current contract does have liquidated damages and special damages which will be charged. They will come back in the spring to fix the liner and finish the capping.
  
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- TTS Water System Improvement Project  
Nelson Engineering continues to work on the water system improvements. Nelson looked at reworking the water line through the Gun Club due to a 30% slope. They are still deciding on the best option. We anticipate going out to bid at the end of January early February for a summer start date.
  
- 
- Compost Infrastructure (Electricity, fencing, water, ITS enclosure)  
An Engineering and Procurement contract was presented before the BCC and signed on December 3. ISWR anticipates Engineering and Procurement documents will be done by March 6 to enclose the interim transfer station. The project will go out to bid in March and construction is expected to begin late May early June. Food composting may start on pad 2 before the building is done. Water improvements (the well) will not be able to get started until June 1. Elk and bear exclusion fence are required and that is out to bid now.

## **Public Comment and New Business:**

- Jonathan Schechter, Town of Jackson Councilman and ISWR Liaison, recently attended the Mountain Town 2030 Summit in Park City. Combined with the Road to Zero Waste SPET ballot proposition passing, both actions speak to a deep desire to not sit back and be passive. If we, as a community, want great results we must think about things in a fundamental way of not just doing what is necessary but proficient.
- Johnny Ziem, Town of Jackson Public Works, discussed the positive changes to this year's Fall Cleanup. The setup simulated the Trash Transfer Station where residents were directed to a drop off zone and dumped their own materials. The town is meeting to figure how to implement the changes to the Spring Cleanup. The Pumpkin Smash was a record turnout.
- Tom Segerstrom announced the Teton Conservation District won the State Conservation District award. Tom reminded ISWR staff to visit with the Teton Conservation District in February to discuss the memorandum of grant funds.
- Dawn Webster, Jackson Hole Conservation Alliance, announced the Conservation Leadership Institute (CLI) students worked on SPET outreach and advocacy. Fourteen students graduated on December 4. The program is a leadership development program, training participants on skills for grassroots advocacy.
- Paul Walters, Jackson Hole Airport, is working to form a local Good Traveler aviation carbon-reduction program.

Motion to Adjourn; Moved: Rachel, Second: Lindsey; All in favor. Meeting Adjourned at 4:53pm.

Respectfully submitted,  
Becky Kiefer  
ISWR Administrative Assistant

Approved on February 20, 2020

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Diana Myers, Board Chair

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Wes Gardner, Secretary

## Rebecca Kiefer

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**From:** Lindsey ehinger <lindsey.ehinger@gmail.com>  
**Sent:** Monday, February 24, 2020 10:01 PM  
**To:** Tanya Anderson  
**Cc:** Rebecca Kiefer; Don Baker; Rani Carr; Paul Cherry; Rachel Daluge; Wes Gardner (tetontoy@gmail.com); Nikki Kaufman; Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board

[NOTICE: This message originated outside of the Teton County's mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Approve. Thanks!

On Mon, Feb 24, 2020, 4:11 PM Tanya Anderson <tanya.anderson@gmail.com> wrote:  
Approve.

On Mon, Feb 24, 2020 at 1:29 PM Rebecca Kiefer <RKiefer@tetoncountywy.gov> wrote:

Dear ISWR Board members,

As Board Chair, Diana, has asked to recirculate the December 5<sup>th</sup> meeting minutes for review and approval; document is attached. After review, please 'reply all' and simply message approve. If you would like to see additional edits, please email me and I can make adjustments and recirculate.

Also attached is the 2020 ISWR Advisory Board committee lists for your reference.

Please do not hesitate to reach out with any questions or concerns.

Many thanks,

Becky Kiefer

Administrative Assistant | Teton County Integrated Solid Waste and Recycling  
P.O. Box 9088, Jackson, WY 83002  
307-733-7678

[www.tetoncountywy.gov/recycle](http://www.tetoncountywy.gov/recycle)



## Rebecca Kiefer

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**From:** Don Baker <dwbaker03@gmail.com>  
**Sent:** Tuesday, February 25, 2020 10:37 AM  
**To:** Rebecca Kiefer  
**Subject:** Fwd: ISWR Advisory Board

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I approve. Thanks!

Begin forwarded message:

**From:** Lindsey ehinger <lindsey.ehinger@gmail.com>  
**Subject:** Re: ISWR Advisory Board  
**Date:** February 24, 2020 at 10:00:30 PM MST  
**To:** Tanya Anderson <tanya.anderson@gmail.com>  
**Cc:** Rebecca Kiefer <RKiefer@tetoncountywy.gov>, Don Baker <dwbaker03@gmail.com>, Rani Carr <ranicarr@gmail.com>, Paul Cherry <cherrypaul@gmail.com>, Rachel Daluge <racheldaluge@gmail.com>, "Wes Gardner (tetontoys@gmail.com)" <tetontoys@gmail.com>, Nikki Kaufman <Nikki.kaufman1@gmail.com>, Diana Myers <DWMyers@hollandhart.com>, Brenda Ashworth <bashworth@tetoncountywy.gov>

Approve. Thanks!

On Mon, Feb 24, 2020, 4:11 PM Tanya Anderson <tanya.anderson@gmail.com> wrote:  
Approve.

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Many thanks,

Becky Kiefer

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307-733-7678

[www.tetoncountywy.gov/recycle](http://www.tetoncountywy.gov/recycle)

## Rebecca Kiefer

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**From:** Warren Gardner <tetontoys@gmail.com>  
**Sent:** Wednesday, February 26, 2020 10:54 AM  
**To:** Rebecca Kiefer  
**Cc:** Tanya Anderson; dwbaker03@gmail.com; Rani Carr; Paul Cherry; Rachel Daluge; Lindsey ehinger; Nikki Kaufman; Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board

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approve

On Mon, Feb 24, 2020 at 1:29 PM Rebecca Kiefer <[RKiefer@tetoncountywy.gov](mailto:RKiefer@tetoncountywy.gov)> wrote:

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Many thanks,

Becky Kiefer

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## Rebecca Kiefer

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**From:** Diana W. Myers <DWMyers@hollandhart.com>  
**Sent:** Wednesday, February 26, 2020 11:19 AM  
**To:** Lindsey ehinger; Tanya Anderson  
**Cc:** Rebecca Kiefer; Don Baker; Rani Carr; Paul Cherry; Rachel Daluge; Wes Gardner (tetontoys@gmail.com); Nikki Kaufman; Brenda Ashworth  
**Subject:** RE: ISWR Advisory Board

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Approved. Thank you so much, Becky.

Warm regards,  
Diana

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**From:** Lindsey ehinger <lindsey.ehinger@gmail.com>  
**Sent:** Monday, February 24, 2020 10:01 PM  
**To:** Tanya Anderson <tanya.anderson@gmail.com>  
**Cc:** Rebecca Kiefer <RKiefer@tetoncountywy.gov>; Don Baker <dwbaker03@gmail.com>; Rani Carr <ranicarr@gmail.com>; Paul Cherry <cherrypaul@gmail.com>; Rachel Daluge <racheldaluge@gmail.com>; Wes Gardner (tetontoys@gmail.com) <tetontoys@gmail.com>; Nikki Kaufman <Nikki.kaufman1@gmail.com>; Diana W. Myers <DWMyers@hollandhart.com>; Brenda Ashworth <bashworth@tetoncountywy.gov>  
**Subject:** Re: ISWR Advisory Board

External Email

Approve. Thanks!

On Mon, Feb 24, 2020, 4:11 PM Tanya Anderson <[tanya.anderson@gmail.com](mailto:tanya.anderson@gmail.com)> wrote:

Approve.

On Mon, Feb 24, 2020 at 1:29 PM Rebecca Kiefer <[RKiefer@tetoncountywy.gov](mailto:RKiefer@tetoncountywy.gov)> wrote:

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Many thanks,

## Rebecca Kiefer

---

**From:** Rani Carr <ranicarr@gmail.com>  
**Sent:** Friday, February 28, 2020 10:01 AM  
**To:** Rachel Daluge  
**Cc:** Rebecca Kiefer; Tanya Anderson; dwbaker03@gmail.com; Paul Cherry; Lindsey ehinger; Wes Gardner (tetontoys@gmail.com); Nikki Kaufman; Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board

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Approve

On Fri, Feb 28, 2020 at 8:50 AM Rachel Daluge <[racheldaluge@gmail.com](mailto:racheldaluge@gmail.com)> wrote:  
Approve

Sent from my iPhone

On Feb 24, 2020, at 1:29 PM, Rebecca Kiefer <[RKiefer@tetoncountywy.gov](mailto:RKiefer@tetoncountywy.gov)> wrote:

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Many thanks,

Becky Kiefer

Administrative Assistant | Teton County Integrated Solid Waste and Recycling  
P.O. Box 9088, Jackson, WY 83002  
307-733-7678

[www.tetoncountywy.gov/recycle](http://www.tetoncountywy.gov/recycle)

<image001.jpg>

## Rebecca Kiefer

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**From:** Rachel Daluge <racheldaluge@gmail.com>  
**Sent:** Friday, February 28, 2020 8:51 AM  
**To:** Rebecca Kiefer  
**Cc:** Tanya Anderson; dwbaker03@gmail.com; Rani Carr; Paul Cherry; Lindsey ehinger; Wes Gardner (tetontoy@gmail.com); Nikki Kaufman; Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board

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Approve

Sent from my iPhone

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<image001.jpg>

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<December Meeting Minutes\_Amended Final.docx>

<Board Committees February 2020.xlsx>

## Rebecca Kiefer

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**From:** Nikki Kaufman <nikki.kaufman1@gmail.com>  
**Sent:** Tuesday, February 25, 2020 10:57 AM  
**To:** Lindsey ehinger  
**Cc:** Tanya Anderson; Rebecca Kiefer; Don Baker; Rani Carr; Paul Cherry; Rachel Daluge; Wes Gardner (tetontoy@gmail.com); Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board

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I also abstain as I was absent.

On Mon, Feb 24, 2020 at 10:00 PM Lindsey ehinger <[lindsey.ehinger@gmail.com](mailto:lindsey.ehinger@gmail.com)> wrote:  
Approve. Thanks!

On Mon, Feb 24, 2020, 4:11 PM Tanya Anderson <[tanya.anderson@gmail.com](mailto:tanya.anderson@gmail.com)> wrote:  
Approve.

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Becky Kiefer

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307-733-7678

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## Rebecca Kiefer

---

**From:** Paul Cherry <cherrypaul@gmail.com>  
**Sent:** Monday, February 24, 2020 1:35 PM  
**To:** Rebecca Kiefer  
**Cc:** Tanya Anderson; Don Baker; Rani Carr; Rachel Daluge; Lindsey ehinger; Wes Gardner (tetontoys@gmail.com); Nikki Kaufman; Diana Myers; Brenda Ashworth  
**Subject:** Re: ISWR Advisory Board  
**Attachments:** image001.jpg

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I will abstain since I wasn't present.

Paul Cherry  
307-203-7033

On Mon, Feb 24, 2020, 1:29 PM Rebecca Kiefer <[RKiefer@tetoncountywy.gov](mailto:RKiefer@tetoncountywy.gov)> wrote:

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