



Board of County Commissioners - Staff Report

Meeting Date: October 18, 2016
Submitting Dept: ISWR/Public Works
Memorandum of Agreement with the Teton Conservation District for FY2017 ISWR Funding

Presenter: Heather Overholser
Subject: Consideration of

Statement / Purpose: To consider a Memorandum of Agreement (MOA) with the Teton Conservation District (TCD) for FY2017 funding.

Background / Description (Pros & Cons): ISWR's FY2017 grant proposal to the TCD has been approved by the TCD Board in the amount of \$17,000 for the following programs:

- HHW & E-Waste (Collection, disposal, recycling and education) - \$12,500;
- Compost program planning – \$2,500;
- Yard Waste Collection Bags - \$1,000; and,
- Outreach and Advertising for Compact Fluorescent Bulb recycling - \$1,000.

The TCD requires approval of an MOA to release the funds. Please see attached MOA.

Stakeholder Analysis & Involvement: TCD Board and Staff.

Fiscal Impact: \$17,000 in grant funding for FY2017, with no match required.

Staff Impact: Staff will carry out programs as described in the grant proposal, as well as complete all of the requirements within the MOA, including a written summary of the project and photos by August 1, 2017.

Legal Review: Gingery.

Staff Input / Recommendation: Staff recommends approval of the Memorandum of Agreement with the Teton Conservation District for FY2017 ISWR funding.

Attachments: Teton Conservation District MOA, dated September 28, 2016

Suggested Motion: I move to approve the Memorandum of Agreement with the Teton Conservation District for FY2017 ISWR funding.



**Teton
Conservation
District
Est. 1946**

September 28, 2016

Integrated Solid Waste and Recycling
c/o Heather Overholser
P O Box 9088
Jackson, WY 83002

Dear Heather:

Thank you for working with The Teton Conservation District (TCD) board under our current Memorandum of Agreement. The TCD Board of Supervisors has authorized the allocation of \$17,000 from the MOA budget line item to fund each of the four objectives listed and described in your September 7, 2016 letter (enclosed).

The allocated funds are scheduled to be expended by Integrated Solid Waste and Recycling on the proposed projects by the close of fiscal year 2017. That said, the Integrated Solid Waste and Recycling/ TCD, MOA budgeting for fiscal year 2018 will begin in March of 2017. A report on the project expenditures to that date should accompany Integrated Solid Waste and Recycling's fiscal year 2018 budget discussions at that time.

A final report on the projects funded will be due to TCD by August 1, 2017 presuming that the FY 2017 fund will have been expended. Please sign and return this letter to formalize this agreement, retaining a signed copy for your records.

The final report due on August 1, 2017 TCD requires that you provide us the following:

- A written summary of the project with goals accomplished as per the template provided
- Photos supporting the report with captions & photographer credits for potential use on the TCD website
- Please coordinate report submittal with TCD

Thank you for carrying forward projects that TCD has identified as valuable for our community. Please do not hesitate to contact us if we can be a further resource for you.

Sincerely,

Tom Segerstrom
Executive Director
Teton Conservation District

I accept the terms of this grant, as outlined in the award letter, and will comply with the deadlines, fiscal invoicing and reporting requirements. Failure to do so will result in forfeiture of the grant and/or return of any funds dispersed to the applicant.

Signature of Applicant/Representative of Organization

Date



September 7, 2016

Heather Overholser
Division Chief

Mr. Tom Segerstrom
Teton Conservation District
P.O. Box 1070
Jackson, WY 83001

PO Box 9088
3270 S. Adams Canyon Rd.
Jackson, Wyoming 83002

Office: (307) 733-7678
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jcrecycling@tetonwyo.org
www.tetonwyo.org

Dear Mr. Segerstrom,

The following is a proposal for funds in the amount of \$17,000 approved by the Teton Conservation District for the Teton County Integrated Solid Waste and Recycling Memorandum of Agreement (ISWR MOA) for fiscal year 2017. Specifically, the ISWR MOA will address Household Hazardous Waste (HHW) and Electronic Waste (E-waste) Collection, compost program planning, yard waste collection and Compact Fluorescent Lightbulb (CFL) recycling. The following provides a more detailed outline of these objectives.

Objective 1. HHW and E-waste Collection

Program Description:

HHW- Teton County ISWR operates the HHW collection and storage facility that serves Teton and four surrounding counties in Idaho and Wyoming. The objective of the HHW program is to provide a convenient and environmentally sound disposal option for hazardous waste generated by residents and small businesses in the region.

E-waste - Disposal of electronics is prohibited at the Teton County Trash Transfer Facility. Therefore, electronics, such as TVs, computers, monitors, dvd players, and copiers, are accepted at the Recycling Center, where they are collected and sent for recycling via an environmentally and ethically certified take back program based in California. Due in large part to previous funding from the Teton Conservation District, ISWR has been able to expand outreach and education regarding this program and seen a consistent increase in participation in E-waste recycling. We expect this trend to continue through FY17.

Amount: \$12,500

Funds received in support of this program will be used for:

- Advertising and outreach to inform and encourage the community of safe disposal/recycling of materials through ISWR's HHW and E-waste programs and facilities.

- Staff member training and professional development in HHW and E-waste collection safety and procedures.
- Collection and storage supplies for HHW and E-waste materials.
- Scheduling and organization of customer appointments for HHW.

Timeline:

Ongoing throughout FY17.

Objective 2. Compost Program Planning

Program Description: As a component of our progress toward Zero Waste in Teton County, we continue to pursue additional knowledge and expertise in the field of composting. Based upon available data and analysis of comparable municipal solid waste composition studies, we estimate that organic materials constitute up to 40% of the waste stream generated in our community. As such, the ability to compost on a municipal scale, including food waste, will enable us to divert a significant portion of the material we currently send to landfill. The benefits of diverting these materials include lower landfill costs, reduced greenhouse gas emissions and leachate production, and recovery of the valuable nutrients within this rich organic resource.

Through extensive research and consultation, we have determined that Aerated Static Pile (ASP) composting is the technology that will best meet the financial and operational needs of municipal composting in Teton County. It is a low-tech, low-cost approach that will serve as a logical progression from the successful yard waste program we have operated to date.

Amount: \$2,500

Funds received in support of this program will be used for:

- Development of an implementation strategy and site plan for Aerated Static Pile composting at the Teton County Trash Transfer Station.
- Survey and evaluation of community composting needs and timeline to implementation.
- Pilot programs for collection and processing of organics.

Timeline:

Evaluation and planning period to continue throughout FY17.

Objective 3. Yard Waste Collection

Program Description:

Teton County ISWR partners with the Town of Jackson for Spring and Fall Cleanup events to encourage the composting of yard waste, thereby diverting this valuable resource from costly disposal in the landfill. ISWR has seen a steady increase in the amount of yard waste collected over the past two years. With continued emphasis on outreach for these events, ISWR expects this trend to continue.

Amount: \$1,000

Funds received in support of this program will be used for:



- The purchase of yard waste collection bags to be distributed as part of the Fall 2016 and Spring 2017 yard waste cleanup events.

Timeline:

Heather Overholser
Division Chief

Yard Waste collection supplies are made available throughout the year. Yard waste collection awareness and events are scheduled for fall 2016 and spring 2017.

Objective 4. Compact Fluorescent Lightbulb Recycling

PO Box 9088
3270 S. Adams Canyon Rd.
Jackson, Wyoming 83002

Program Description:

A recent initiative by Lower Valley Energy to provide light emitting diode bulbs (LEDs) as lower energy alternatives to Compact Fluorescent Lightbulbs (CFLs) has resulted in the need for increased outreach and advertising regarding proper disposal of discarded CFLs. ISWR serves as the only regional collection facility for fluorescent bulbs and coordinates all outreach and education regarding their safe disposal.

Office: (307) 733-7678
Fax: (307) 733-7616

Amount: \$1,000

jcrcycling@tetonwyo.org
www.tetonwyo.org

Funds received in support of this program will be used for:

- Outreach and advertising on the proper disposal of fluorescent lightbulbs and tubes.

Timeline: Ongoing throughout FY17

The objectives detailed above were developed through the ongoing collaboration between ISWR and the Teton Conservation District. ISWR will administer and oversee the fiscal aspects of the proposed objectives, as well as provide reporting on project results. ISWR is deeply appreciative of the cooperation and support we receive from the Teton Conservation District and looks forward to continued partnership in the effort to conserve the environmental health and integrity of the region.

Sincerely,

A handwritten signature in blue ink, appearing to read "Heather", with a long horizontal flourish extending to the right.

Heather Overholser
Superintendent of Solid Waste and Recycling