



Porter County

RECYCLING & WASTE REDUCTION

2016 Annual Report

March 30, 2017

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2016 Annual Report

Porter County Recycling & Waste Reduction District

Introduction

The Porter County Recycling & Waste Reduction District works to promote environmental stewardship among individuals and businesses through education programs, voluntary waste reduction services and other outreach programs. The basis for providing these services and outreach programs is rooted in our Mission and Value Statements.

Mission Statement

The Porter County Recycling & Waste Reduction District is an agency dedicated to improving the environment and quality of life by providing services and educational programs which help residents reduce, reuse, and recycle.

Vision Statement

Every person in Porter County engages in an effective waste reduction lifestyle.

While measurement procedures regarding the effectiveness of waste reduction and recycling efforts at the local and state level are still being defined, the District has measurements as well as anecdotal evidence that its services and programs are successful. The continuous growth in use of district services along with the increasing diversion rates recorded among our municipal partners provide a sound basis for sustaining District services and outreach programs.

The *2016 Annual Report* provides measurements regarding the direct use and effectiveness of District services during the 2012 to 2016 five year period.

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Porter County Recycling & Waste Reduction District

Administrative Information

Porter County Recycling & Waste Reduction District
aka Porter County Solid Waste Management District
155 Indiana Avenue
Suite 314
Valparaiso, IN 46383
Phone: (219) 465-3694
Fax: (219) 465-3696
www.portercountyrecycling.org

Current Executive Director

Title	Name	Representing	Address	Phone
Executive Director	Therese Haller	Administration	1804 Crimson Drive, Valparaiso, IN 46383	(219) 405-9765

Current Board of Directors

Title	Name	Representing	Address	Phone/email
Chair	Sue Lynch	Portage City Council	2647 Vivian Portage, IN 46368	(219) 763-9935
Vice-Chair	Karen Conover	Porter County Council	3711 Westbridge Dr. Valparaiso, IN 46383	(219) 477-4247
	Laura Blaney	Porter County Commissioner	155 Indiana Avenue Valparaiso, IN 46383	(219) 465-3349
	John Evans	Porter County Commissioner	155 Indiana Avenue Valparaiso, IN 46383	(219) 465-3361
	Jeff Good	Porter County Commissioner	155 Indiana Avenue Valparaiso, IN 46383	(219) 465-3354
	Tim Jones	Kouts Town Council	605 Sunset Drive Kouts, IN 46347	(219) 707-1700
	James Snyder	Mayor of Portage	6070 Central Avenue Portage, IN 46368	(219) 762-5425

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Current Citizens Advisory Committee

Title	Name	Representing	Address	Phone
Chair	Duane Davison	Citizen and Environmentalist	701 Elmhurst Ave. Valparaiso, IN 46385	(219) 464-0940
Vice-Chair	Walt Brietinger	Citizen and Environmentalist	255 Park Avenue Valparaiso, IN 46383	(219) 462-5821
	Jeanette Hicks	Environmental Engineering	601 Franklin, Ste. 407 Michigan City, IN 46360	(219) 872-4444
	Kathy Matthew	Citizen and Education	3226 Sylvania Portage, IN 46368	(219) 508-9738
	Dave Peeler	Citizen and Local Government	107 Tulip Court Hebron, IN 46341	(219) 508-4327
	Neil Samahon	Recycling and Solid Waste	79 Brookview Lane Valparaiso, IN 46385	(219) 922-1830
	VACANT			

Current Legal Counsel

Title	Name	Representing	Address	Phone
Legal Counsel	Clay Patton	Osan & Patton, LLP	55 S. Franklin Street Valparaiso, IN 46383	(219) 462-0597

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Demographics

STATS Indiana is the statistical data utility for the State of Indiana, developed and maintained since 1985 by the Indiana Business Research Center (IBRC) at Indiana University's Kelley School of Business. IBRC collects and compiles data from its own research as well as data from the U.S. Census Bureau and a variety of State agencies. The following tables contain demographic information for the District (Porter County) as provided by the STATS Indiana web site, <http://www.stats.indiana.edu/>. Tables 1 and 2 provide information on the current estimated overall population as well as the breakdown per municipality of urban population versus unincorporated.

Table 1

Population Over Time	Number	Rank in State	Percent of State	Indiana
Yesterday (2010)	164,347	9	2.5%	6,484,192
Today (2015)	167,688	9	2.5%	6,619,680
Tomorrow (2020 projection)*	179,751	10	2.6%	6,852,121
Percent Change 2010 to Today	2.0%	19		2.1%

*Projection based on 2010 Census counts.

Sources: U.S. Census Bureau; Indiana Business Research Center

Table 2

Largest Cities and Towns in Porter County	Population	Pct of County
Beverly Shores	610	0.4%
Burns Harbor	1,609	1.0%
Chesterton	13,433	8.0%
Dune Acres	186	0.1%
Hebron	3,704	2.2%
Kouts	1,967	1.2%
Ogden Dunes	1,115	0.7%
Portage	36,738	21.9%
Porter	4,879	2.9%
Town of Pines	706	0.4%
Valparaiso	32,626	19.5%
Total Population = Urban/Incorporated	97,573	58.0%
Total Population = Suburban/Unincorporated	70,115	42.0%

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Finances - Cash Flow

General Fund

The District's main source of revenue remains the user fee, often referred to as the "solid waste fee" or "recycling fee," as reflected in the 2016 General Fund Cash Flow on Page 6. The historical amounts of the user fee annual assessment are:

- 1997 – 2005: \$8.50/homes in municipalities and \$10/homes in unincorporated areas
- 2006 – 2011: \$13/all dwelling units
- 2012 – 2014: \$15/all dwelling units
- 2015 – present: \$20/improved residential, agricultural, industrial & commercial parcels

The main stalwarts of District services collectively account for 60% of annual General Fund expenditures. Education, composting services, drop-off recycling, electronic recycling and household hazardous waste are the most visible and highly used of District services. Administration costs are approximately one third of General Fund expenditures. Equipment maintenance, Earth Day expenditures and costs related to tire recycling and voluntary road side clean up account for fewer than 7% of annual expenses. Investment in a 16 mo. CD for \$100,000 was made out of the General Fund.

Non-Reverting Capital Fund

Main funding for the Non-Reverting Capital Fund is strictly a transfer of funds from the General Fund. The 2016 Non-Reverting Capital Fund Cash Flow can be found on Page 7. The main expenditure from this fund is lease payments for equipment. Investment in a 16 mo. CD for \$10,000 was made out of the Non-Reverting Capital Fund.

Donation Fund

The Donation Fund receives its revenue from sponsorship donations and booth space rental for the annual Earth Day event. This revenue stream is specifically earmarked for Earth Day purchases. The 2016 Donation Fund Cash Flow can be found on Page 7.

Rainy Day Fund

The Rainy Day Fund was established as an emergency fund. There has been no activity in this fund for several years. The 2016 Rainy Day Fund Cash Flow can be found on Page 8. Investment in a 60 mo. CD for \$9,000 was made out of the Rainy Day Fund.

Cumulative Cash Flow and Investments

The 2016 Cumulative Cash Flow can be found on Page 8. The District's free cash position grew by \$76,302.60, investments increased by \$119,000 and the overall cash balance at year end was \$1,215,802.51.

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General Fund		
Cash Flow		
2016		
Cash at 1/1/2016		\$ 944,883.84
Disbursements		
Salaries & Wages	291,273.77	
Other Personal Services	488.60	
Employee Benefits	127,969.81	
Total Personal Services		419,732.18
Office Supplies	5,892.15	
Operating Supplies	7,764.46	
Repair & Maintenance Supplies	2,823.42	
Other Supplies	7,023.51	
Total Supplies		23,503.54
Professional Services	9,600.00	
Communicaiton & Transportation	5,770.29	
Printing & Advertising	19,148.29	
Insurance	14,256.00	
Utility Services	2,947.19	
Repairs & Maintenance	10,553.65	
Rentals	18,000.00	
Other Services & Charges	647,657.42	
Total Services & Charges		727,932.84
Machinery, Equipment & Vehicles	2,727.00	
Total Capital Outlays		2,727.00
Taxes and Other Payroll Withholdings	22,115.14	
Transfers Out to Non-Reverting Fund	58,000.00	
Investment - 16 month CD	100,000.00	
Total Other Disbursements		180,115.14
Total Disbursements		1,354,010.70
Revenue		
Solid Waste User Fee	1,399,785.89	
Education Fees	460.00	
Interest	3,603.65	
Wellness Benefits	1,190.00	
Compost Site Tipping Fees	12,997.50	
Other	979.97	
Tire Fees	666.00	
Total Revenue		1,419,683.01
Cash at 12/31/2016		\$ 1,010,556.15

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Non-Reverting Capital Fund Cash Flow 2016			
Cash at 1/1/2016		\$	64,589.43
Disbursements			
Improvements Other Than Buildings	4,000.00		
Machinery, Equipment & Vehicles	<u>25,324.42</u>		
Total Capital Outlays		29,324.42	
Investment - 16 month CD	<u>10,000.00</u>		
Total Other Disbursements		<u>10,000.00</u>	
Total Disbursements			39,324.42
Revenue			
Interest	176.81		
Transfer in From General Fund	<u>58,000.00</u>		
Total Revenue			<u>58,176.81</u>
Cash at 12/31/2016		\$	83,441.82

Donation Fund Cash Flow 2016			
Cash at 1/1/2016		\$	1,161.51
Disbursements			
Other Supplies	<u>142.19</u>		
Total Supplies		142.19	
Printing & Advertising	8,961.33		
Other Services & Charges	<u>7,239.73</u>		
Total Services & Charges		16,201.06	
Total Disbursements			16,343.25
Revenue			
Donations, Gifts & Bequests	<u>17,121.15</u>		
Total Revenue			<u>17,121.15</u>
Cash at 12/31/2016		\$	1,939.41

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Rainy Day Fund Cash Flow 2016		
Cash at 1/1/2016	\$	9,865.13
Disbursements		
Investment - 60 month CD	9,000.00	
Total Other Disbursements	9,000.00	
Total Disbursements		9,000.00
Revenue		
Total Revenue		-
Cash at 12/31/2016	\$	865.13

Cumulative - All Funds Cash Flow 2016		
Cash at 1/1/2016	\$	1,020,499.91
Total Disbursements		1,418,678.37
Total Revenue		1,494,980.97
Cash at 12/31/2016	\$	1,096,802.51

Cumulative - All Funds Investment Register 2016		
Investments at 1/1/2016	\$	-
Investments		
16 month CD - General Fund	100,000.00	
16 month CD - NRC Fund	10,000.00	
60 month CD - Rainy Day Fund	9,000.00	
Total Investments		119,000.00
Investments at 12/31/2016	\$	119,000.00

Cash and Investments at 12/31/2016	\$ 1,215,802.51
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Service and Program Results

Education

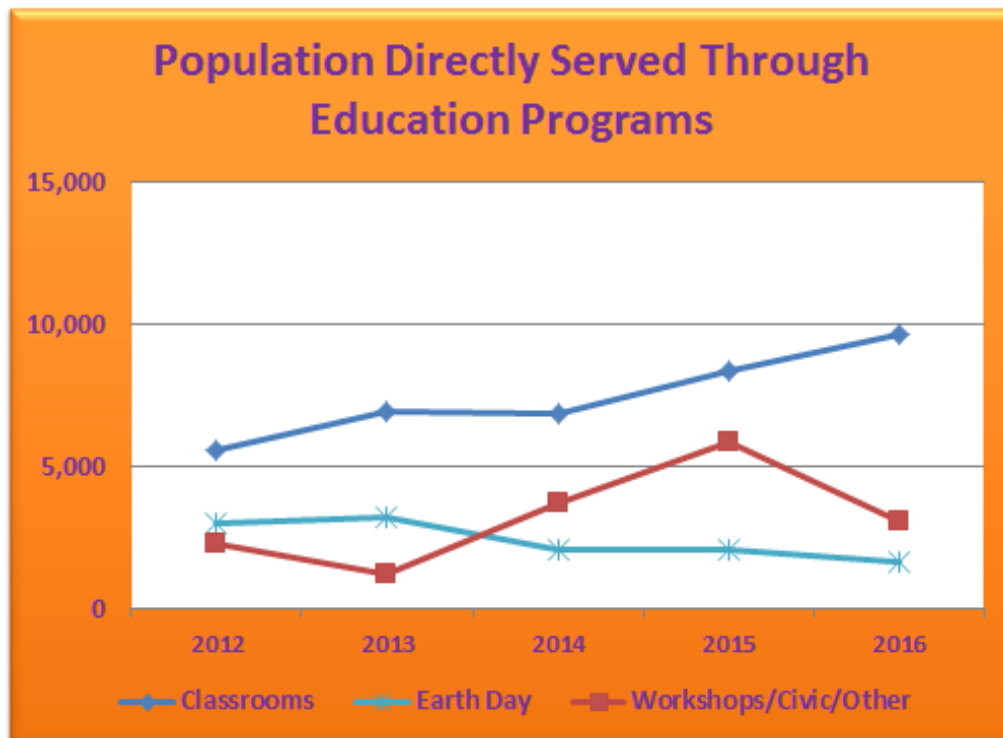
The District provides free high quality, interactive education programs that meet Indiana State Academic standards to Porter County schools, grades K-12. Over eleven (11) different classroom programs are available for teachers to request. *Master Recyclers*, a comprehensive adult education program, which provides students with a detailed view of how waste of all types is managed in Porter County, is the District's most direct adult educational component.

Education efforts by the District extend beyond the classroom through the following:

- Programs and presentations are provided to after school programs as well as adult and civic groups by District staff and Master Recyclers.
- District educators participate with county and municipal parks departments by serving as guest presenters at summer camp programs.
- A comprehensive website and social media outreach as well as regular e-newsletters, both to general public and to educators, are integral components of the District's education efforts.
- Press releases, paid advertisements and printed brochures and flyers all serve as tools in the District's education toolkit.

Chart 1 provides a review of the District's measureable education efforts. The number of Earth Day visitors has seen a decline over the five year period while there has been steady growth in classroom education. Education outreach promoting district services is anecdotally reflected in the participation levels in those programs as outlined in the following pages.

Chart 1



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Porter County Recycling & Waste Reduction District

Composting



Windrows of compost at the Valparaiso Compost Site.

The District is the registrant of record with the Indiana Department of Environmental Management for three compost sites in Porter County; Boone Grove, Chesterton and Valparaiso.

The Boone Grove site is wholly owned and operated by the District and is open for public access to drop off organic waste as well as take away finished compost or wood chips. Residents can also drop off electronics for recycling at this site. District personnel monitor and record public access to the site, manage and prepare material for composting and grinding, and use the District owned compost turner and tractor to conduct the composting process.

The Chesterton site is owned by the town, which is responsible for the overall management of the site while District personnel use the District owned compost turner and tractor to conduct the composting process. The Chesterton site is closed to public access.

The Valparaiso site is also a publicly accessible site where residents drop off organic waste and electronics as well as take away finished compost or wood chips. The site is owned by the city which is responsible for the overall management of the site, however, the city and District partner together regarding the management of composting operations; District personnel monitor and record public access to the site, city personnel monitor and record city departments' access to the site as well as help manage and prepare material for composting and grinding, District personnel use the District owned compost turner and tractor to conduct the composting process, and city personnel load finished product onto trucks and trailers.

The District serves as an advisor and conducts the actual composting of material at both the Portage and Town of the Pines compost sites. These sites are registered, owned and managed by the respective communities. Neither is open for public access.

Ogden Dunes also has a registered compost site which they own and manage which is restricted to town use only. The District serves only as an advisor at the Ogden Dunes site.

Grinding of wood waste at the compost sites is contracted out to a third party. The District is responsible for fully financing the grinding of wood waste deposited by the general public at the Boone Grove site as well the pro rata share of such at the Valparaiso compost site. Additionally, in 2016, the District provided supplemented grinding cost assistance to Valparaiso at \$40,000, to Portage at \$29,675 and to Chesterton at \$20,000 for municipally generated wood waste at those compost sites. This supplemental grinding cost assistance is budgeted to be provided in 2017 as well.

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Table 3 shows the volume of the various materials accepted at the District registered compost sites for the last five years. Chart 2 tracks the volume of users at the publicly accessible sites of Boone Grove and Valparaiso.

Table 3

Compost Site Activity

Boone Grove, Chesterton, Valparaiso
2012 through 2016

	Leaves - Loose	Leaves - Compact	Brush	Grass	Logs	Mixed Yard Waste	Christmas Trees	Other	Total Cubic Yards
2012	4,007	13,160	38,308	1,551	552	1,902	70	495	60,045
2013	5,175	12,706	34,339	1,972	603	2,313	57	742	57,907
2014	6,606	7,939	32,606	2,328	870	2,611	402	220	53,582
2015	6,862	17,421	40,941	3,162	739	4,592	90	185	73,992
2016	5,885	21,004	50,388	3,084	954	3,695	147	1,206	86,363

Chart 2



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Porter County Recycling & Waste Reduction District

Drop-Off Recycling

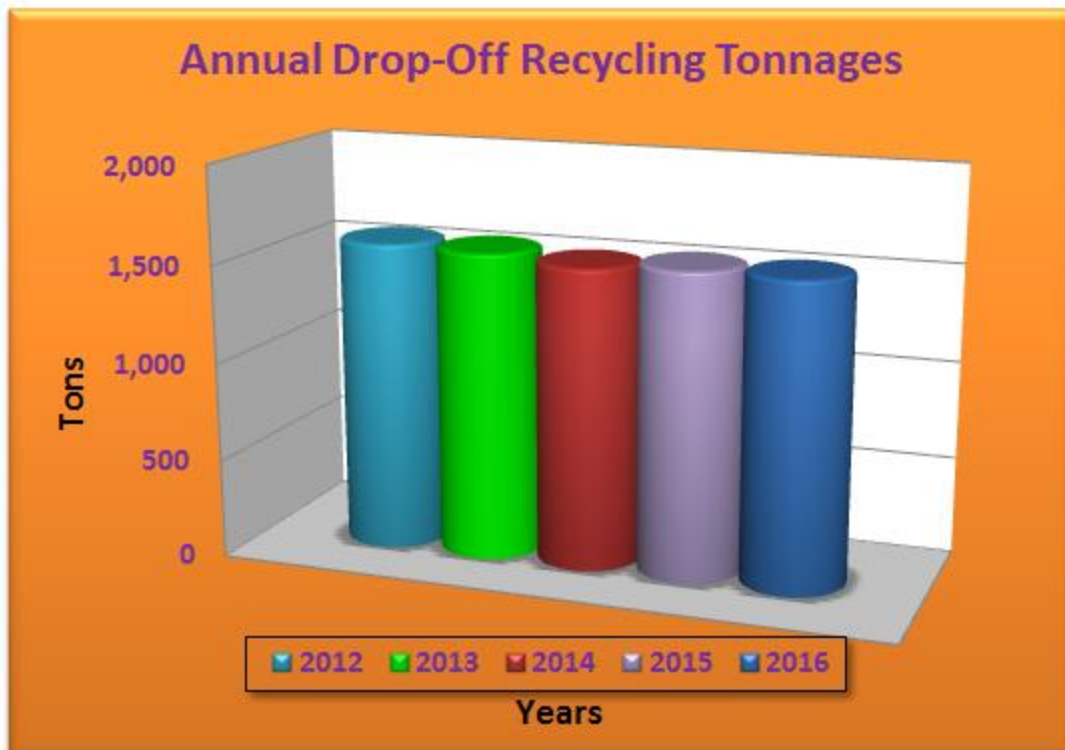
The District sponsors seven (7) drop-off recycling sites located in Boone Grove, Burns Harbor, Chesterton, Hebron, Kouts, Portage and Valparaiso which accept typical household recyclables; glass bottles, plastic bottles and containers, metal and aluminum cans, cardboard and household paper such as junk mail, newspaper, and magazines.

These sites are located in high traffic areas and placed so that all Porter County residents can find a recycling site within a 10 mile radius.

Chart 3 shows a constant level in the volume of material collected from the drop-off recycling sites despite the convenience and availability of curbside recycling for all single family homes throughout Porter County.

There are two different types of containers in use at each site; multiple front load containers for fiber/paper collection along with one or two large 30 yard roll off containers for the collection of all other materials. The District owns the large roll off containers, ten in all for rotation. Containers that have become unusable and unsafe due to rust and age are scheduled to be rotated out for new stock over the next few years.

Chart 3



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Porter County Recycling & Waste Reduction District

Household Hazardous Waste

Six household hazardous waste (HHW) collection events were held in 2016. These mobile, one-day collections are financed by the District and provided by the Lake Michigan District Household Waste Program which is a cooperative agreement between our district and the Lake County and LaPorte County Solid Waste Districts. Materials received at these collections include leftover household chemicals and substances which are labeled or classified as corrosive, toxic, ignitable or reactive. Some of the HHW is recycled while the rest is properly managed and disposed in an environmentally responsible manner.



Residents bringing hazardous material to a local HHW collection.

As Chart 4 and Chart 5 indicate, the number of participants as well as of the volume of HHW brought to these collections decreased in 2016. In 2016, with six (6) collections, 1906 participants brought in an average of 112 pounds of HHW per car. The low count of participants seems to be an anomaly when compared with the historical volumes and participant counts on Charts 4 and 5 and may be attributable to inaccurate counts of cars at the collections.

Additionally, trained personnel must go through a specific handling process when accepting HHW from participants. Their process is efficient and usually takes 1 - 2 minutes to service most participants, however, when there are over 100 cars lined up for service prior to the start of each event, it takes quite some time to move participants through. It should be noted that adding more collections does not reduce wait times.

Chart 4

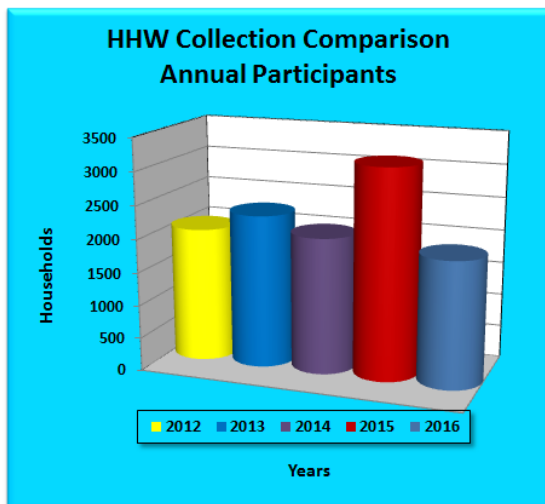
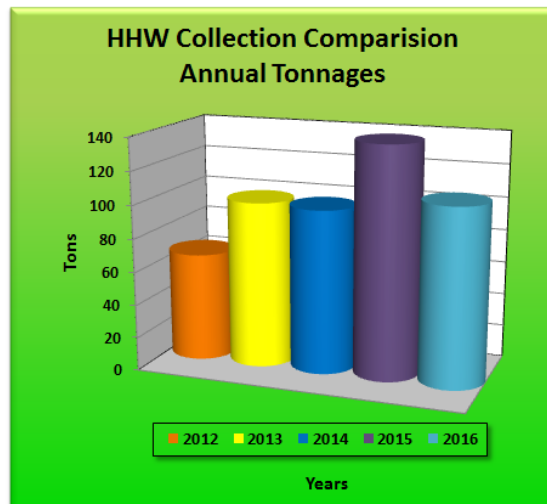


Chart 5



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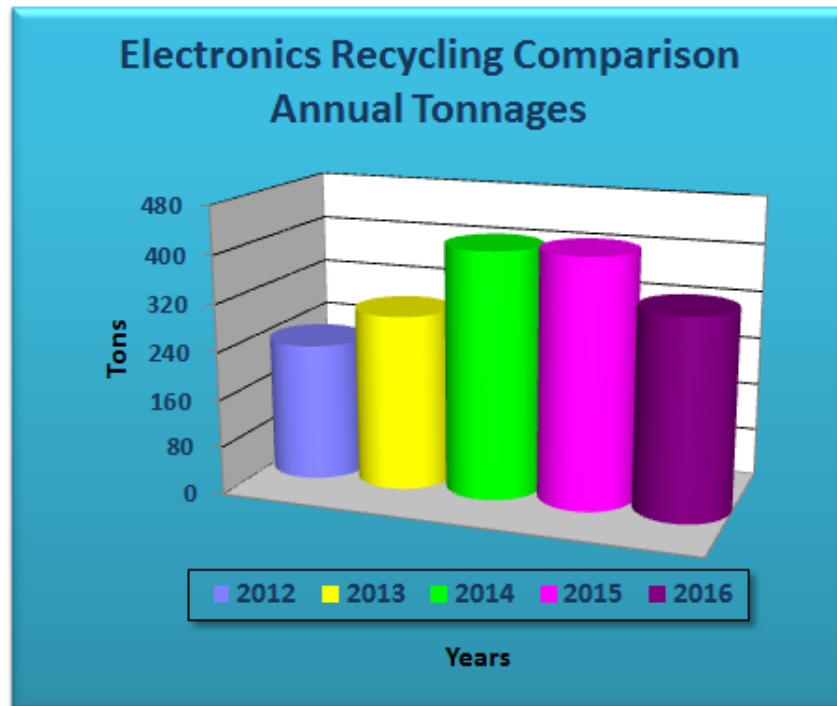
Electronic Waste Recycling

The District manages an electronic waste, or e-waste, collection program in Porter County. E-waste is accepted at four (4) locations in Porter County: Boone Grove and Valparaiso compost sites, Portage Street Department, and Porter Public Works Facility. The municipalities of Portage and Valparaiso provide curbside collection of electronic waste from residents which is then added to the District's e-waste stream. The e-waste is collected in bulk and shipped to an IDEM registered e-waste recycler.

Chart 6 shows the five year history of total tons of e-waste collected for recycling.

Due to commodity market forces and the high cost to electronic recyclers to process and market CRTs (Cathode Ray Tubes), electronic recycling programs across the country saw an increase for recycling services. The District's electronic waste recycling program went from costing under \$10,000 per year for several years to costing \$ 119,601.33 in 2016. Increased costs will be associated with this program for the foreseeable future.

Chart 6



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Porter County Recycling & Waste Reduction District



Residents take advantage of the opportunity to recycle tires at the One Stop Drop event.

Tires and Appliances

The District has sponsored a recycling and collection event called the *One Stop Drop* each year in May where not only is HHW collected, but also electronics, appliances, and tires. Although these problem wastes are collected individually at other events or locations, the District provided this one stop convenience to serve residents during the typical “spring cleaning” season. All HHW and e-waste volumes collected at the 2016 *One Stop Drop* collection are reported in the respective sections earlier in this report. Chart 7 and Chart 8 track the volume of tires and appliances collected over the last five years.

While the *One Stop Drop* collection was provided as a convenience for Porter County residents, the wait times associated with the event were compounded by residents dropping off electronics, appliances and tires which can be properly and conveniently disposed of all year round through a variety of outlets. At the urging of staff, the Board decided that 2016 was the last year for the *One Stop Drop* in its current configuration. Starting in 2017, the May collection will include HHW and tires but not electronics and appliances. The Board opted to keep collecting tires since there can be a cost to residents to manage those with retails whereas there are not costs associated with electronics or appliance recycling.

Chart 7

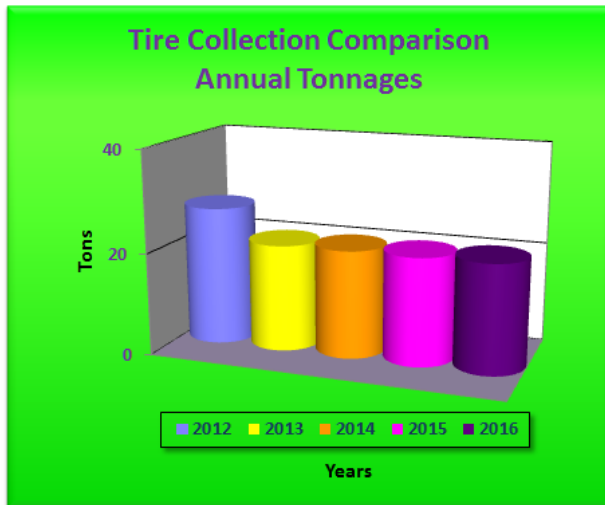
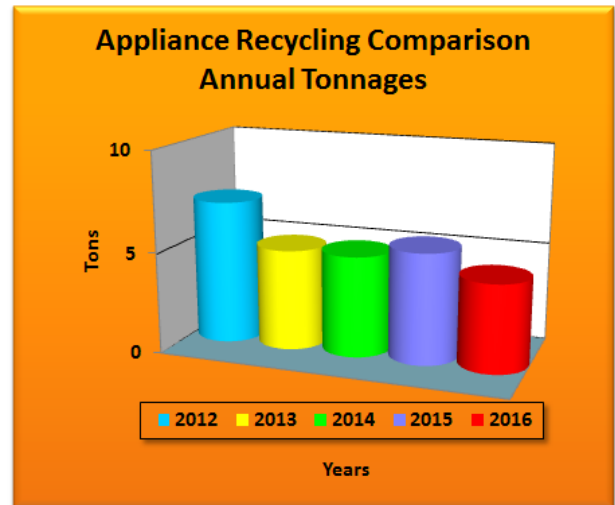


Chart 8



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Porter County Recycling & Waste Reduction District

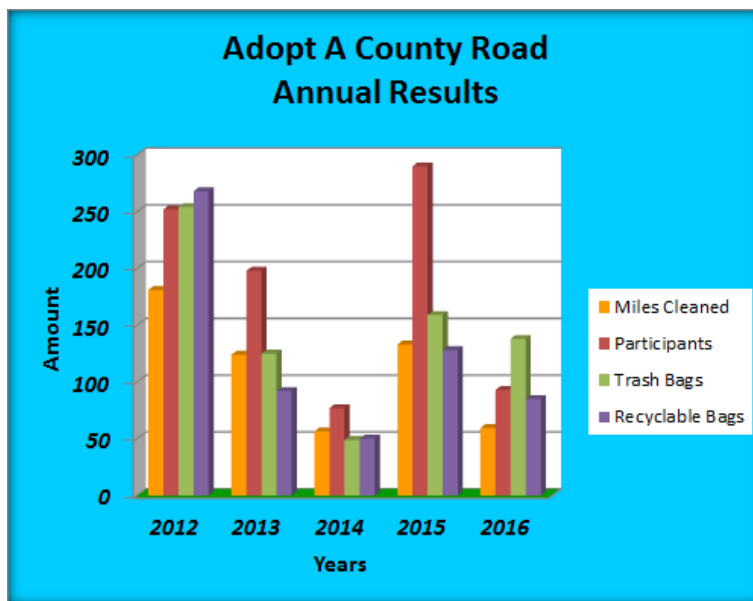
Adopt-A-County Road, Event Recycling Container Loan Program, Rain Barrels

The District sponsors these programs which provide citizens with hands on waste reduction efforts in their neighborhoods as well as in their own backyards.

Adopt-A-County Road is a roadside cleanup program which enlists volunteers to pick up trash and recyclables from roads in unincorporated Porter County. Over 20 groups of volunteers made up of families, neighbors, church and school groups, as well as civic organizations commit to clean 2 mile stretches of county roads. Additionally, individuals who must perform community service, as assigned by Porter County Courts, clean roads under the supervision of Porter County Sheriff Department Reserve Officers. The District supplies the safety gear and bags to the groups and then collects the bags of trash and recyclables after each clean up. These supplies are funded by the Porter County Board of Commissioners.

Chart 9 shows the program levels over the last five years

Chart 9



Event Recycling Container Loan Program loans recycling containers to citizens for use at special events such as graduations, community celebrations, fairs and festivals. These containers expand recycling opportunities at public and private events without an additional cost to event organizers. Each year dozens of event organizers, including the Porter County Fair and the Valparaiso Popcorn Fest, collectively “check out” over 250 containers to ensure recycling at their events.

Rain Barrels are sold at cost through a partnership with the District, Porter County Parks and Recreation and the Porter County MS4 Program. Citizens can purchase rain barrels on line and choose either home delivery or pick up at seasonal events. This program gets over 100 rain barrels into the community each year.