



Porter County

RECYCLING & WASTE REDUCTION

2017 Annual Report

March 30, 2018

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2017 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 *2017 Annual Report* provides measurements regarding the direct use and effectiveness of District services during the 2013 to 2017 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
	Jim Biggs	Porter County Commissioner	155 Indiana Avenue Valparaiso, IN 46383	(219) 465-3361
	Laura Blaney	Porter County Commissioner	155 Indiana Avenue Valparaiso, IN 46383	(219) 465-3349
	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
	Reggie Korthals	Citizen and Storm Water and Waste Consultant	509 W. 84 th Drive, Suite A Merrillville, IN 46410	(219) 769-2333
	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

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

District services are available to all residents in Porter County, including both municipal and unincorporated residents. STATS Indiana is the statistical data utility for the State of Indiana and maintained by the Indiana Business Research Center (IBRC) at Indiana University's Kelley School of Business. 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. Thus the District services are available to over 165,000 persons.

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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Porter County Recycling & Waste Reduction District

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 2017 General Fund Cash Flow on Page 6. The user fee annual assessment is assessed at \$20 per improved residential, agricultural, industrial & commercial parcel.

The main stalwarts of District services collectively account for over 50% 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 quarter 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 10% of annual expenses. Investment in two 17 mo. CDs totaling \$350,000 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 2017 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 17 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 2017 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 2017 Rainy Day Fund Cash Flow can be found on Page 8. Investment in a 60 mo. CD for \$9,000 is being held by the Rainy Day Fund.

Cumulative Cash Flow and Investments

The 2017 Cumulative Cash Flow can be found on Page 8. The District's free cash position was down by \$ 48,227.96 due mainly to shifting funds to CD investments totaling \$360,000. The overall cash and investment balance at year end was \$1,426,374.55.

Cash and Investments at 12/31/2017

\$ 1,426,374.55

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Porter County Recycling & Waste Reduction District

General Fund Cash Flow 2017		
Cash at 1/1/2017		\$ 1,010,356.15
Disbursements		
Salaries & Wages	320,547.78	
Other Personal Services	177.35	
Employee Benefits	<u>122,177.37</u>	
Total Personal Services		442,902.50
Office Supplies	2,544.98	
Operating Supplies	8,813.21	
Repair & Maintenance Supplies	1,886.29	
Other Supplies	<u>20,636.69</u>	
Total Supplies		33,881.17
Professional Services	9,600.00	
Communication & Transportation	4,793.91	
Printing & Advertising	36,656.16	
Insurance	14,565.00	
Utility Services	4,885.92	
Repairs & Maintenance	12,588.58	
Rentals	18,000.00	
Other Services & Charges	<u>591,579.65</u>	
Total Services & Charges		692,669.22
Machinery, Equipment & Vehicles	<u>6,823.42</u>	
Total Capital Outlays		6,823.42
Taxes and Other Payroll Withholdings	24,240.97	
Transfers Out to Non-Reverting Fund	58,000.00	
Investment - 17 month CDs	<u>350,000.00</u>	
Total Other Disbursements		<u>432,240.97</u>
Total Disbursements		1,608,517.28
Revenue		
State Grant Received	12,553.06	
Solid Waste User Fee	1,416,659.69	
Education Fees	540.00	
Sale of Investment - CD	100,000.00	
Interest	5,066.21	
Sale of Capital Assets	12,266.98	
Compost Site Tipping Fees	11,639.50	
Other	2,026.53	
Total Revenue		<u>1,560,751.97</u>
Cash at 12/31/2017		<u><u>\$ 962,590.84</u></u>

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Non-Reverting Capital Fund Cash Flow 2017			
Cash at 1/1/2017		\$	83,441.82
Disbursements			
Improvements Other Than Buildings	4,235.10		
Machinery, Equipment & Vehicles	23,067.96		
Other Capital Outlays	<u>21,509.00</u>		
Total Capital Outlays		48,812.06	
Investment - 17 month CD	<u>10,000.00</u>		
Total Other Disbursements		<u>10,000.00</u>	
Total Disbursements			58,812.06
Revenue			
Sale of Investment - CD	10,000.00		
Interest	379.26		
Transfer in From General Fund	<u>58,000.00</u>		
Total Revenue			<u>68,379.26</u>
Cash at 12/31/2017		\$	<u>93,009.02</u>

Donation Fund Cash Flow 2017			
Cash at 1/1/2017		\$	1,939.41
Disbursements			
Other Supplies	<u>369.19</u>		
Total Supplies		369.19	
Printing & Advertising	3,990.55		
Other Services & Charges	<u>12,231.33</u>		
Total Services & Charges		16,221.88	
Total Disbursements			16,591.07
Revenue			
Donations, Gifts & Bequests	<u>15,561.22</u>		
Total Revenue			<u>15,561.22</u>
Cash at 12/31/2017		\$	<u>909.56</u>

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Rainy Day Fund Cash Flow 2017		
Cash at 1/1/2017		\$ 9,865.13
Disbursements		
Investment - 60 month CD	9,000.00	
Total Other Disbursements	<u>9,000.00</u>	
Total Disbursements		9,000.00
Revenue		
Total Revenue		<u>-</u>
Cash at 12/31/2017		\$ <u>865.13</u>

Cumulative - All Funds Cash Flow 2017		
Cash at 1/1/2017		\$ 1,105,602.51
Total Disbursements		1,692,920.41
Total Revenue		<u>1,644,692.45</u>
Cash at 12/31/2017		\$ <u>1,057,374.55</u>

Cumulative - All Funds Investment Register 2017		
Investments at 1/1/2017		\$ 119,000.00
Purchased		
17 month CD - General Fund	250,000.00	
17 month CD - General Fund	100,000.00	
17 month CD - NRC Fund	<u>10,000.00</u>	
Total Purchased		<u>360,000.00</u>
Matured		
Sale of Investment - CD	100,000.00	
Sale of Investment - CD	<u>10,000.00</u>	
Total Revenue		<u>110,000.00</u>
Investments at 12/31/2017		\$ <u>369,000.00</u>

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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.

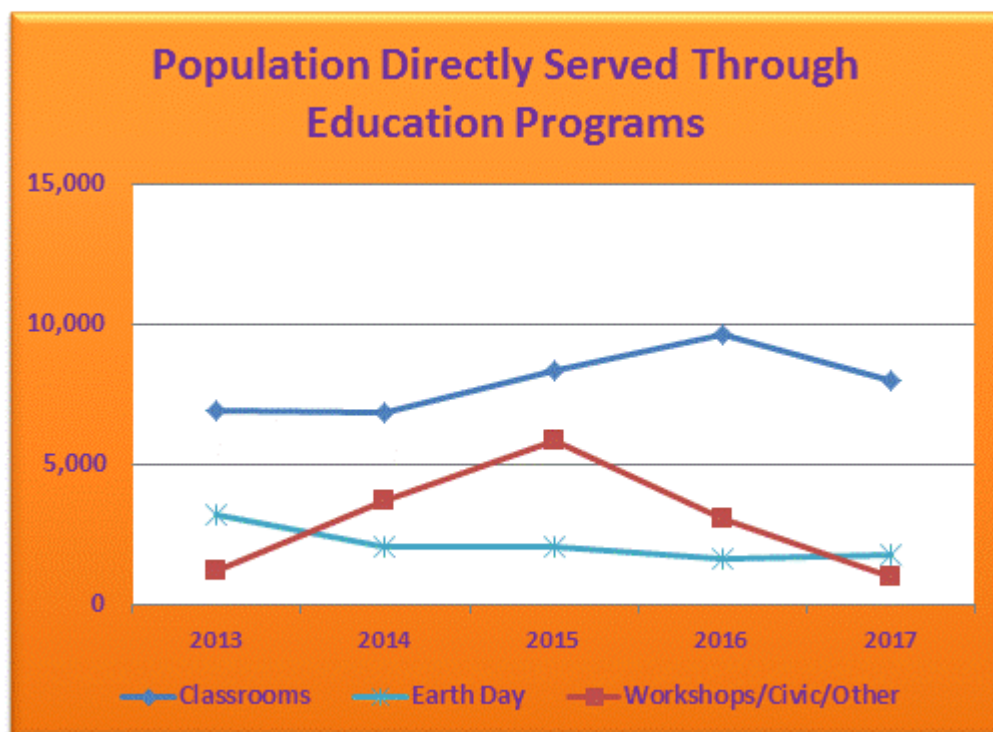
Education efforts by the District extend beyond the classroom through the following:

- 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.

In 2017, the District received a grant from the Lake Michigan Coastal Program to develop coloring books to educate elementary children about water quality protection as well as to fund the creation of a "waterscape", a hands-on interactive water quality education tool. The attached "2017 LMCP Grant Summary" highlights the results of the grant.

Chart 1 provides a review of the District's measurable education efforts. T

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. Over 25,000 individual visits were made to the Boone Grove and Valparaiso sites in 2017.

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 2017, the District provided supplemented grinding cost assistance to Valparaiso at \$40,000, to Portage at \$40,000 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 2018 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

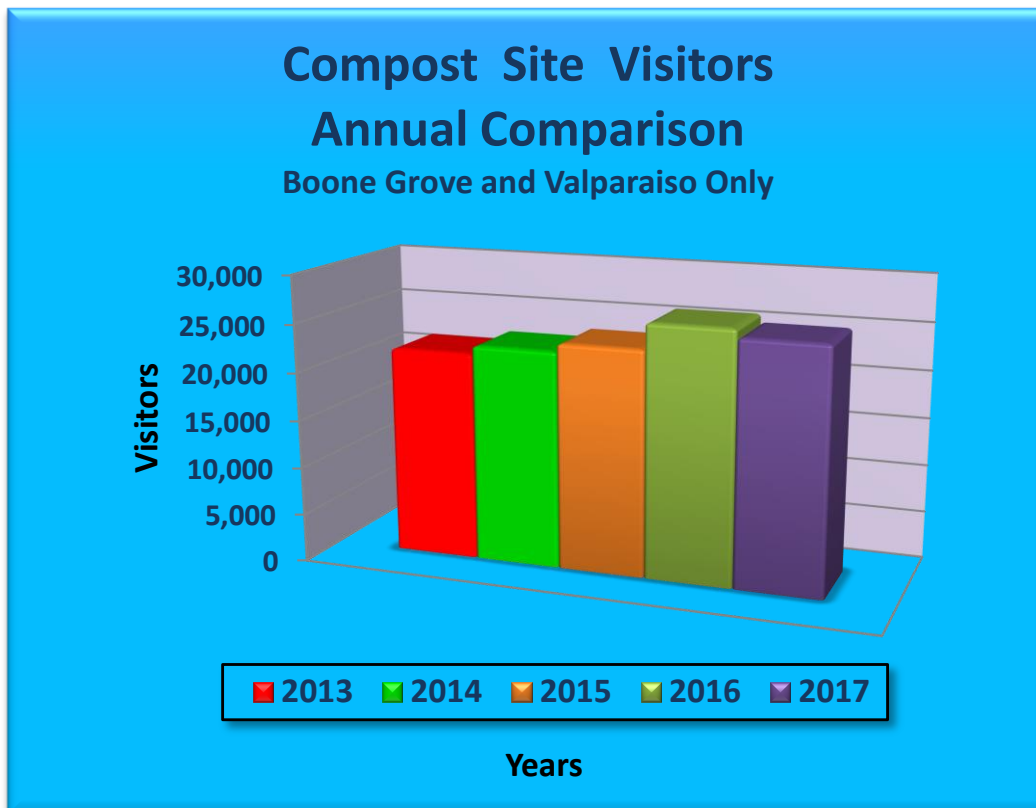
Compost Site Activity

Boone Grove, Chesterton, Valparaiso

2012 through 2017

	Grass	Leaves - Loose	Brush	Mixed Yard Waste	Logs	Leaves - Compact	Christmas Trees	Other	Total Cubic Yards
2013	1,972	5,175	34,339	2,313	603	12,706	57	742	57,907
2014	2,328	6,606	32,606	2,611	870	7,939	402	220	53,582
2015	3,162	6,862	40,941	4,592	739	17,421	90	185	73,992
2016	3,084	5,885	50,388	3,695	954	21,004	147	1,206	86,363
2017	2,059	5,401	45,884	3,025	2,262	15,420	145	1,630	75,826

Chart 2



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Porter County Recycling & Waste Reduction District

Drop-Off Recycling

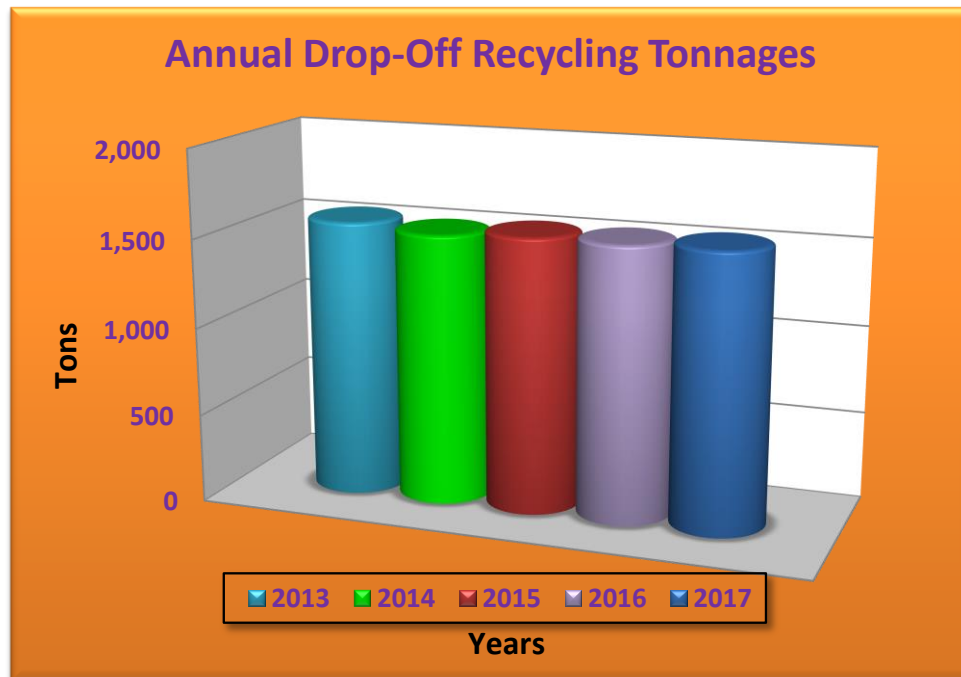
The District sponsors seven (7) drop-off recycling sites located in Boone Grove, Burns Harbor, Chesterton, Hebron, Kouts, Portage and Valparaiso which accept typical household recyclables; glass bottles, plastic bottles and containers, metal and aluminum cans, cardboard and household paper such as junk mail, newspaper, and magazines. However, at the end of 2017, the Portage School Corporation requested that the District remove the container located on its property. Staff continues to search for a new location within Portage.

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.

Chart 3



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Porter County Recycling & Waste Reduction District

Household Hazardous Waste

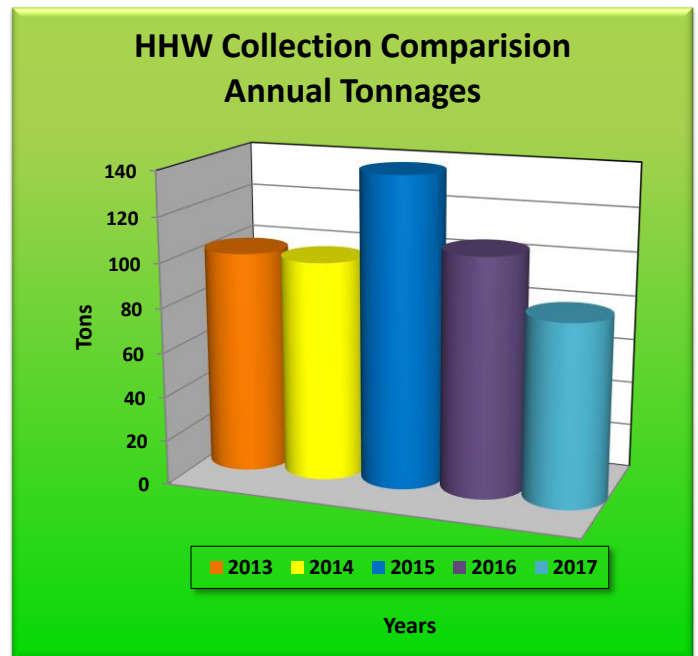
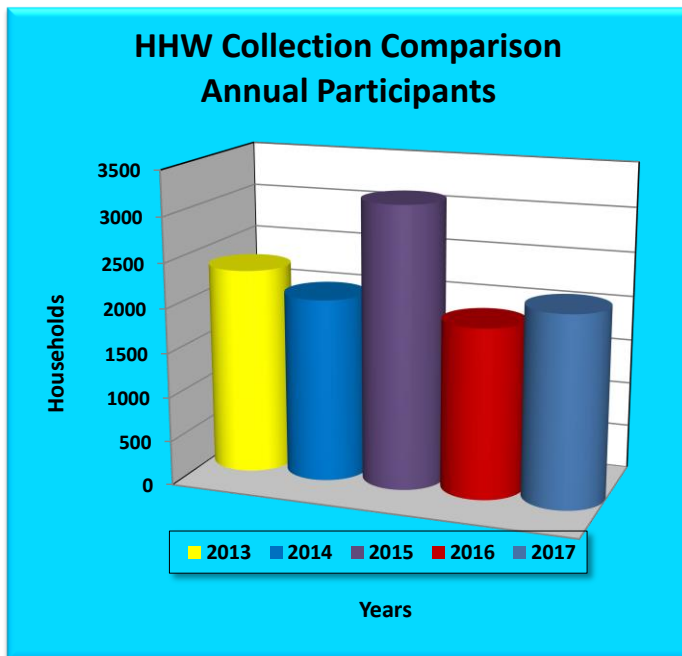
Six household hazardous waste (HHW) collection events were held in 2017. These mobile, one-day collections are financed by the District and serviced by a licensed and regulated hazardous waste materials handler. Materials received at these collections include leftover household chemicals and substances 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.

As Chart 4 and Chart 5 indicate, the number of participants at collections increased while the volume of HHW brought to these collections decreased in 2017. In 2017, with six (6) collections, 2140 participants brought in an average of 77 pounds of HHW per car.

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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Porter County Recycling & Waste Reduction District

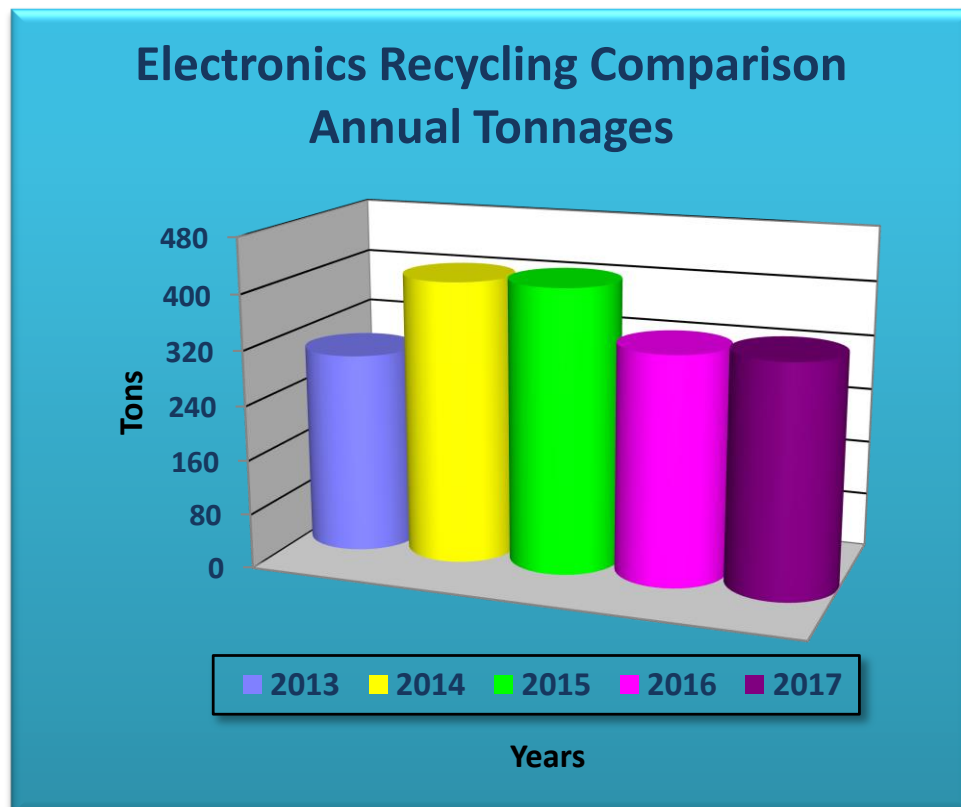
Electronic Waste Recycling

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), municipal electronic recycling programs such as the one offered by the District are becoming the only outlets for residents to recycle electronics; not for profits and big box stores either do not want accept many electronics for recycling or limit the quantities accepted and charge for those services. The District program is charge free to residents.

Chart 6



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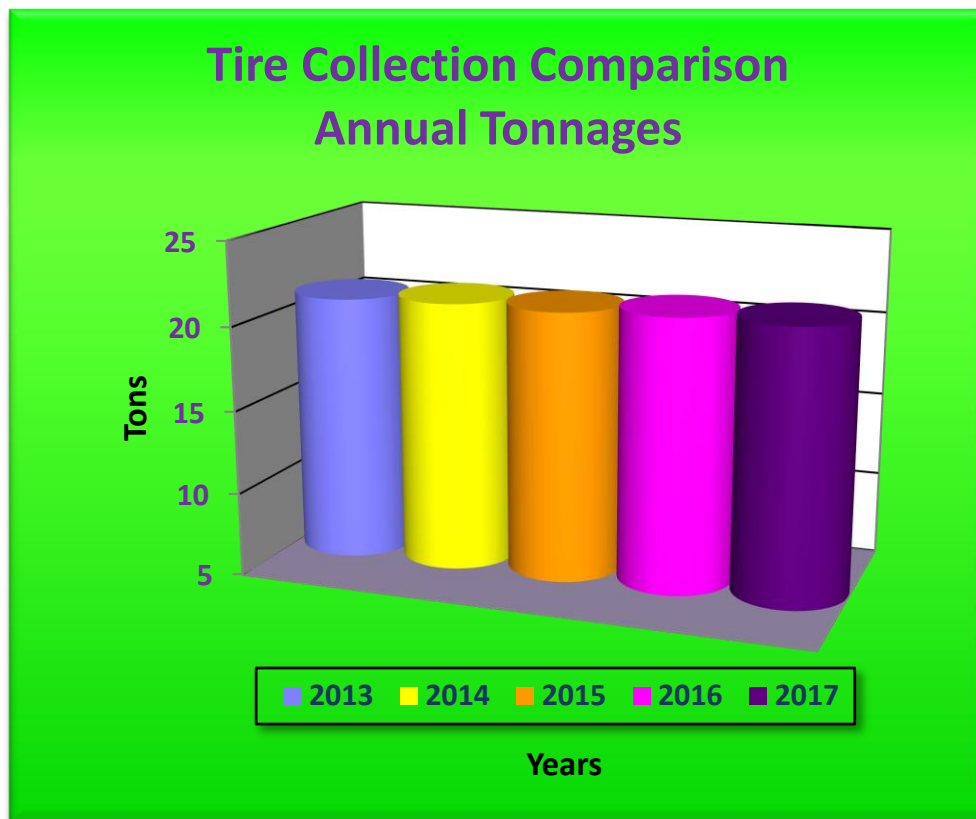


Residents take advantage of the opportunity to recycle tires at the One Stop Drop event.

Tires

Along with hazardous waste, the District also collects tires from residents at the first hazardous waste collection event in May every year. As reflected in Chart 7, the annual volume of tires collected over the last five years has remained virtually the same at just over 20 tons per year. In 2017, over 21 tons of tires were collected from the general public as well as municipal partners at this one day event.

Chart 7



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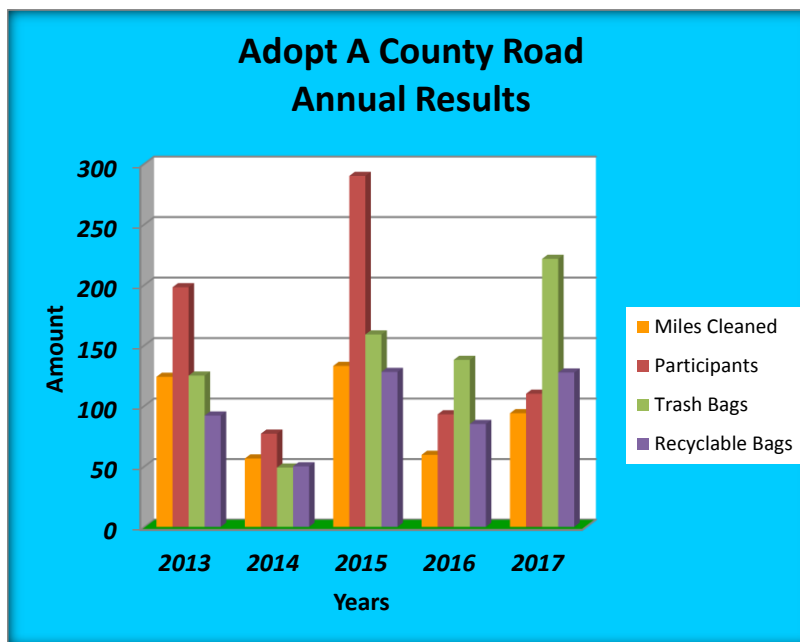
Porter County Recycling & Waste Reduction District

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 8 shows the program levels over the last five years

Chart 8



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 for home use are promoted by the District and its water quality partners, Porter County Parks and Stormwater. 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. Limited distribution of rain barrels also occurred through the grant from the Lake Michigan Coastal Program which is highlighted in the “2017 LMCP Grant Summary” attached.