

**RECYCLING & WASTE REDUCTION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES  
September 18, 2018**

**Members Present:** Portage City Council Member Sue Lynch, Commissioner Jim Biggs, Kouts Town Council President Tim Jones, County Council Member Karen Conover,

**Staff:** Therese Haller, Dawn Garmon, Jeannie McCall, Donna Stuckert

**CAC Members:** Duane Davison, Reggie Korthals, Walt Breitingner

**Others:** District Attorney Clay Patton, Doug Ross.

**Absent:** Mayor James Snyder, Commissioner Laura Blaney, Commissioner Jeff Good

**Council Member Lynch** brought the meeting to order at 1:30

Pledge of Allegiance was recited.

#### **ROLL CALL - Board**

#### **NEW BUSINESS**

##### **Issue RFP for Recycling Services**

**Ms. Haller** thanked the **CAC** for their work and efforts in helping to develop the RFP.

**Ms. Haller** explained that on page 3 there were some time lines and milestones about issuing the document, a pre-RFP meeting for potential respondents to ask group questions, and a response date of November 1, 2018. The Commissioners have a board meeting on November 13, and she was hoping the **District Board** could meet on that day and forgo the regular October meeting. At that time the RFP and any recommendations to move forward could be discussed.

She explained that the **District** had a mixture of service levels. There were 30 yard containers that were owned by the **District** and there was a mixture of service for 8 yard front load containers that belong to the waste hauler. The **CAC** and staff looked at that service and it may be more cost effective to have one level of service at the locations and to have the service provider put together a response to have just the front load containers at each of the **District** sites. The 30 yard containers would be retained in the event the **District** was able to realize its goal to have some manned sites. The equipment could be warehoused till that time and hopefully, in one to two years the **District** would be successful in that process and use them for manned sites.

On page 4 the service providers were instructed to respond under option one with their 8 yard containers or option 2 if they had some other type of alternative container that would meet the needs of the level of service and volume of material at the **District** sites and not allowing people to contaminate then they could make that proposal as well. Under that option the **District** would not be responsible for contamination.

Page 5, where highlighted, the **District** service providers for the most part were Republic Services, and Waste Management. They had a corporate message as a corporate entity as to what was recyclable and what was not. The **District** had a different local message and would want them to work with the **District** on what that message would be locally. The local market conditions of the facility that received the material and that would drive the education message not the corporate message.

The service levels at the locations would be included in the RFP. **Ms. Haller** stated when the current service provider was at a previous meeting and talked about the cost incurred to Republic Services for collecting the material, handling and processing and sorting it out, the level of service to the best of her knowledge was transport. They were not separating the material. They were not putting it on their transport floor, they might pull out something that was large and obvious but then they were just pushing our material into a semi with many other types of recyclables collected from Chesterton, Hebron and where ever else. So they needed to explain how were they going to disseminate the **District** level of contamination from the other and how was it being processed.

On page 7 asked for such clarifications. Tell the **District** how it was going to be processed, how it was measured, who was making the determination, how was the **District** going to be brought into that process if they were going to be charged for the contamination. There had been a big discussion on how the price was going to increase based on that word "contamination" then the provider really needed to tell the **District** these things.

A lot of the units from the waste hauler did have lock bars on them. The **District** had gotten lazy in requiring that the containers be locked. The **District** would, going forward, require that those containers be locked to help prevent contamination. It had been left unlocked in the past to get the container as full as possible so the service didn't have to be as frequent. However, that had been detrimental to the program. On page 8 there was some level of clarity needed from the MRF where the current market was. They were currently considering what materials to keep in their program.

She continued that the rest of it was just asking for clarification on what the **District** wanted for service, sample pricing sheet, pricing standards. Page 15 was more the legal end of the document.

She stated that the RFP was asking for a one year term with the option for a second year.

At the prior meeting there was discussion that it made better sense to be providing better service to the public if the **District** replaced some of its sites with manned sites. Manned sites would also be a better service option for HHW as opposed to the seasonal collections, electronics, bulbs and pretty much a one stop drop.

**Ms. Haller** stated there were some **CAC** members in attendance that she thought might like to make some comments.

**Ms. Korthals** commented that a lot of work and effort went into that and the **CAC** was really committed to the manned centers. If that was not put on the goal objective right now the **District** would never have them and it would be pushed off and pushed off. That was the reason for the one year contract, so that in moving forward that would be the focus. The **CAC** realized that it would take time to get the facility and buy the area, but even with all of that it can be done and in a reasonable amount of time.

**Commissioner Biggs** stated that if the **CAC** recommendation was to go in that direction with that particular type of program, he believed the **Board** should support that.

**Mr. Davison** stated that having manned sites also gets the **District** in the direction that had been talked about for several years. One collection site for electronics for the county and also hazardous waste cost reductions perhaps for year round collection instead of just 6 collections per year and also office space at that location.

**Ms. Korthals** stated that it was the right time right now because of the change in the recycling industry, not being able to send everything to China anymore. It would be cyclical and would come around and there would be need for some of those products again. Now was when the planning needed to begin and not wait another two, or three, or four years. This was the first step.

**Commissioner Biggs** asked **Ms. Haller** about the resources needed for manned sites.

**Ms. Haller** stated that was part of the feasibility study. It was costing the **District** currently for the service as it currently was about \$125,000 per year. Those costs would shift. She stated she didn't necessarily think about new construction but the right location for space. Cost could be shifted from the HHW collections from the labor end. The **District** did have capital reserves that had been being built up over time. For the initial purchase the **District** could have dollars available. After that it would be mainly personnel and utilities. She stated that according to Bob Thompson it would have to be in an I3 zoning which was very limited.

**Commissioner Biggs** stated he didn't believe the **District** would have trouble finding land, but finding a facility that was workable for the **District** in that particular zoning. That would be the challenge. He stated that he agreed with some of the statements that had been made that now was the time to move forward. The county was in a growth spurt at this time and there was no reason to believe that would not continue. As that does, the county would need to be better prepared to address it's recycling efforts, so now was the time to move forward.

**Ms. Haller** stated that for that day the **District** was asking for the **Board's** approval to release the RFP. There were at least four waste haulers that she would be directly contacting and get the RFP to. It would also go on the **District** website or if newspaper notification was still required. So the **District** was asking for that and the possibility of shifting the next **Board** meeting from what was an October date to November 13, 2018

**Mr. Breiting** stated that the goal was not just recycling, but using less. That was a very important message to reduce the amount of plastic, cardboard and paper that was being used.

**Council Member Lynch** stated that went back to a huge education program. There could not be any changes without educating the public and that was a huge undertaking. The **District** needed to reach further and help to reduce so much waste.

**Ms. Korthals** stated that back in the 70's when Reduce, Reuse, Recycle was started there was a reason for that message. It was to find a way to get people to react and respond. The first thing was to recycle and as people started to recycle, then it was to get people to reuse. Now the process was how to get people to reduce. That was a huge chain of events because of the manufacturing impact the reduce part of the equation would have. The education program was very comprehensive and the **District** wasn't going to be alone in that. There were a lot of groups looking at that and working on a way and a message to change people's behavior. That would be difficult to do.

**Council Member Jones** stated that it wasn't just the public alone, but manufacturers were a huge part of the problem that needed to be addressed.

**Mr. Davison** stated he would like to see Ms. Stuckert's efforts on reuse expanded by possibly having more reuse fairs or a co-op of sorts of people who are looking to get rid of items matched with people who are looking for those items and become a middle man of sorts. Those were the type of things that would need to be focused on in the future.

**Council Member Lynch** stated that she wanted to thank the **CAC**. She was on the **CAC** for 12 years and she knew that they were the nuts and bolts of all of this and that there were a lot of hours put into it. So she and the **Board** thanked the **CAC** members.

### **ANNOUNCEMENTS**

Next **Board** meeting was scheduled for October 9, 2018. However, the **Board** decided to have the next meeting on November 13, 2018 at 1:30. Ms. Haller would confirm that date before sending out the information for the meeting, and the October date would be shifted to November.

### **ADJOURNMENT**

There being no further business, **Kouts Town Council President Tim Jones** made a motion to adjourn the meeting. **County Council Member Conover** seconded, motion carried unanimously. The meeting adjourned at 2:05.