

DRAFT  
RECYCLING AD HOC COMMITTEE  
AUGUST 11, 2020

8/11/2020 - Minutes

1. Declaration Of A Quorum And Call Meeting To Order  
**City Secretary Janelle Williams declared a quorum and called the meeting to order at 3:02 p.m.**

2. Roll Call  
**Present (via videoconference): Board Members Joanie Steinhaus, Cody Wright, Matt Havard, Stephanie Vasut, Susan Syler, Dorothy Trevino, and Paul Sivon; Ex Officio Dr. Jackie Cole; Brandon Cook, Assistant City Manager; Cindy DeWitt, Director of Administration and Sanitation; and Janelle Williams, City Secretary.**

3. Consider For Action Appointing A Chair And Vice Chair Of The Committee.

**Board Member Matt Havard made a motion to appoint Joanie Steinhaus as Chair, with Board Member Susan Syler seconding the motion. Unanimously approved.**

**Board Member Susan Syler made a motion to appoint Stephanie Vasut as Vice Chair, with Board Member Cody Wright seconding the motion. Unanimously approved.**

4. Overview And Discussion On The Vision, Goals And Timeline Of The Committee. (CM Cole)  
**Assistant City Manager Brandon Cook discussed with the board the vision and goals of the committee. He advised that Dr. Cole wanted to form this committee because the nature of recycling has changed and the committee could be a key player in helping reshape the City's business operations, identify opportunities for recycling, identify products that are no longer accepted at the recycling center, and getting the word out to the community.**

5. Overview And History Of The Recycling Commodities Market, The City Eco-Center And A Discussion Of Current Issues Facing The Center(Cindy Dewitt).

**Director of Administration and Sanitation Cindy DeWitt discussed with the board an overview of the City's Recycling Operations, including: (1) current commodities including glass, plastic, paper, cardboard, metals (aluminum, tin, scrap, iron), cooking oils, tires, and e-waste; (2) changes to commodity acceptance - 2015-2016 acceptance of brush stopped, 2018-2019 acceptance of oil stopped, 2019-2020 acceptance of styrofoam stopped; commodity projections for FY2019-2020 compared with actuals for 2018-2019; (3) Commodity vendors - Glass-Strategic Glass, Metals-CMC Metals, P/P/C-Republic Services, and Tires-Liberty Tire; (4) areas of concern - zero revenue stream for paper and plastic, e-waste issues, the necessary expense to dispose of tires, costs and labor associated with styrofoam; and (5) items to consider include alternative commodity collection/disposal and public education.**

**Questions from the board included: (1) What are we paying for landfill costs and what is recycling saving us? Annual costs are \$500,000 less diversion costs of \$49, 898; (2) What is the net benefit from recycling? (3) If there was no recycling how much money would the City pay? (4) Are audits done to ensure the vendors are ? (5) What are the goals from City Council? Is there a complimentary program to create less trash? No; (6) Has our City looked at curbside recycling and why don't we do that? City Staff brought to Council a proposal for curbside outsourcing recycling services for a mandatory program with a cost of \$10/month but Council was not in favor of that. The City by Charter has its own trash collection program which limits the City on contracting for these services. The City does not have recycling trucks to administer its own program; (7) Is the senior citizen curbside pickup a significant cost to the City? No.**

**Dr. Cole wants the board to learn about the current situation of recycling and advise the city the best way to move forward to maximize the recycling program.**

**Board Member Matt Havard left the meeting at 4:00 p.m.**

6. Discuss And Consider For Action The Duration And Frequency Of Committee Meetings.  
**The board will meet on the second and fourth Tuesdays of each month from 1:00 p.m. to 2:30 p.m.**
7. Agenda Items For The Next Meeting And Information Needed For Decision Making.

**Future agenda items and information needed by the board for decision making: (1) copies of the transfer station contract with BFI; (2) different contracts with commodity collectors; (3) list of current rates and tonnage information; (4) detailed budget for recycling center; (5) information from City Auditor on process flow diagrams or descriptions of an overall flow of how the recycling center works, any reporting from the Auditor, information on audits done to ensure the materials are actually being recycled, or certificates of final disposition from the vendors; (6) information on any significant hazards to employees by working around materials; and (7) a brief summary of Cindy's presentation from today's meeting.**

**Board Member Stephanie Vasut left the meeting at 4:15 p.m.**

8. Adjournment.  
**The meeting was adjourned at 4:22 p.m.**