



# STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

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David Held                      Erica Wright  
*Executive Director*            *Finance Director*

## POLICY COMMITTEE MEETING MINUTES

Friday, January 20, 2017 @ 9:30am

### **1. Roll Call**

Member Amstutz called the meeting to order at 9:34am with the following present:

#### ➤ **Policy Committee Members:**

Ron Amstutz, Wayne County Commissioner  
Bill Bartos, City of Canton Representative  
Doug Baum, Stark County Township Representative  
David Bennett, Tuscarawas County Public Representative  
Elaine Campbell, Stark County Commercial, Industrial or Institutional (CII) Representative  
Michael Chek, Tuscarawas County Health Department Representative  
Bill Cletzer Wayne County Township Representative  
Mark Cozy, Stark County Public Representative  
Joel Day, City of New Philadelphia Representative  
Tom Farbizo (sitting in for Matt Bender, Tuscarawas County CII Representative)  
Becky Foster, Wayne County CII Representative  
Brian Gentry, Wayne County Public Representative  
Bob Holland, Wayne County Public Representative – No Conflict  
Mark Nussbaum, City of Wooster Representative  
Phil Revlock (sitting in for Kirk Norris, Stark County Health Department Representative)  
Carl Rose, Stark County Public Representative – No Conflict  
Joe Sciarretti, Tuscarawas County Commissioner  
Bill Smith (sitting in for Janet Weir Creighton, Chairperson, Stark County Commissioner)

#### ➤ **Staff Members**

Executive Director David Held  
Finance Director Erica Wright  
Administrative Director Rachel Rothacher  
Recycling Coordinator Brett Pendleton

#### ➤ **Absent:**

Nicholas Cascarelli, Wayne County Health Department Representative  
Lee Finley, Tuscarawas County Public Representative – No Conflict  
Matt Ritterbeck, Tuscarawas County Township Representative

## BOARD of DIRECTORS

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<i>Stark</i>	<i>Tuscarawas</i>	<i>Wayne</i>
Janet Weir Creighton	Chris Abbuhl	Ron Amstutz
Richard Regula	Kerry Metzger	Ann Obrecht
Bill Smith	Joe Sciarretti	Sue Smail

**2. Approve January 20, 2017 Policy Committee Meeting Agenda**

- ❖ **Resolution PCM-2017-01:** *Member Sciarretti moved and Member Rose seconded a motion to approve the January 20, 2017, Policy Committee meeting agenda. The motion passed unanimously.*

**3. Approve September 16, 2016 Policy Committee Meeting Minutes**

- ❖ **Resolution PCM-2017-02:** *Member Chek moved and Member Campbell seconded a motion to approve the September 16, 2016 Policy Committee meeting minutes. The motion passed unanimously.*

**4. Election of Officers**

➤ 2017 Officers:

- **Chairperson Janet Weir Creighton (Stark County)**
- **Vice Chairperson Ron Amstutz (Wayne County)**
- **Administrative Director Rachel Rothacher can continue serving as Secretary**

- ❖ **Resolution PCM-2017-03:** *Member Cletzer moved and Member Gentry seconded a motion to approve the 2017 Policy Committee Officers as presented. The motion passed unanimously.*

**5. Appoint 2017 Audit Committee Members**

- The Audit Committee comprises five members: the Commissioners that serve on the Policy Committee (approved at the Board of Directors meeting) and two other members from the Policy Committee.
- The Audit Committee meeting is held once a year to go over the results of the audit and coincides with a general Policy Committee meeting.

➤ 2017 Audit Committee Members:

- **Ron Amstutz (Wayne County Commissioner)**
- **Janet Weir Creighton (Stark County Commissioner)**
- **Joe Sciarretti (Tuscarawas County Commissioner)**
- **Brian Gentry**
- **Bob Holland**

- ❖ **Resolution PCM-2017-04:** *Member Rose moved and Member Chek seconded a motion to approve the 2017 Audit Committee members as presented. The motion passed unanimously.*

**6. Set 2017 Policy Committee Meeting Dates**

➤ 2017 Policy Committee Meeting Dates

- Friday, January 20, 2017 @ 9:30am
- Friday, June 16, 2017 @ 9:30am
- Friday, August 18, 2017 @ 9:30am
- Friday, September 15, 2017 @ 9:30am
- Friday, December 15, 2017 @ 9:30am

- ❖ **Resolution PCM-2017-05:** *Member Bennett moved and Member Cozy seconded a motion to approve the 2017 Policy Committee Meeting Dates as presented. The motion passed unanimously.*

**7. Executive Director's Report**

- Policy Committee Members (Starting 2016/Two-Year Term)
  - Currently all 21 positions are filled.

## January 20, 2017 Policy Committee Meeting Minutes cont.

- Four permanent positions for each county include the President of the Board of Commissioners or a designee, the Mayor of Largest City or a designee, a representative chosen by the Township Association or a designee, and the Health Department Commissioner or a designee.
- The other positions for each county include a member representing Industrial, Commercial or Institutional Generators of Solid Waste and two members representing the General Interest of Citizens at least one of which must not have a conflict of interest (association with waste industry).
- 2017 Mileage Reimbursement
  - Federal Rate = 53.5 Cents Per Mile
  - Board, Policy & Committee Members Eligible for Personal Miles to Attend District Meetings
  - Submit Board/Policy Member Expense Reimbursement Report
- Drop-Off vs Curbside Recycling Tonnages (2007-2016)
  - Even though drop-off recycling looks like it plateaued, volume is increasing. Decrease in newspapers so the weight has decreased but increase in lighter cardboard boxes because of online ordering so increase in volume.
  - Curbside recycling increased from 2013 because of the addition of curbside programs and expansion of some existing programs from bags or 18-gallon containers for recycling to larger wheeled containers. There is typically a 35-40% increase in tonnage when this change is made.
- Total District Yard Waste Expenses (2008-2018 Projection)
  - The value of yard waste material increased, so the District ran the program for low to no cost from 2010-2014. Then when the value decreased, the District started paying again but made some changes to the program.
  - District will be reviewing program cost efficiency and effectiveness in 2017 because expenses are projected to double. The program would need to be around \$300,000 annually to manage.
  - Policy Committee will have to determine how District will manage program cost including the possibility of restricting or reducing sites.
- Ohio's Solid Waste Management Districts/Authorities: 2016 Disposal, Generation and Contract Fees
  - District has so much revenue because there are three of the largest landfills in the state.
  - District currently charges the lowest tipping fees allowed by law (\$1/ton for Inside District Waste; \$2/ton for Outside District Waste; \$1/ton for Outside State Waste). If the tipping fee were raised, some contracts may be lost to landfills in other Districts because of their lower tipping fees.
  - The highest tipping fees allowed by law are \$2/ton for Inside District Waste; \$4/ton for Outside District Waste; \$2/ton for Outside State Waste.
  - Some Districts like Cuyahoga County's don't have a landfill so they don't charge a tipping fee but instead have a generation fee (every ton of waste that is generated in Cuyahoga County has an associated fee regardless of where it is disposed).
  - The District is permitted to charge a generation fee, but it puts the burden on the businesses located within the District because they would have to pay an additional fee for the waste generated in the District as well as the typical tipping fee wherever the waste is disposed. The businesses may in turn charge an additional amount to the residents for waste hauling, so it benefits both the businesses and residents of the District not to charge a generation fee.
- Tipping Fee Revenue Trend
  - Largest revenue is Outside District tipping fees.
  - Total tipping fee revenue reached the highest point to date in 2004 at \$6,200,936
  - Revenue hit the lowest point to date in 2010 at \$2,723,316 due to economic factors, acquisitions/mergers of waste companies, and other waste districts lowering their fee structure. The District had to eliminate or scale back several grant and other programs at that time, and it was a good reminder that once a program is in the Plan, the District must adhere to it, so it must be careful

to strive for a sustainable level of expenses, conserve as much revenue as possible and keep a year's worth of revenue in the reserve.

- Current revenue is in the \$3,500,000 range, which is close to the average of just over \$4,000,000
- Tipping fees represent 92% of revenue

## **8. Update from GT Environmental**

- Solid Waste Plan Schedule
  - OEPA Published Start Date: 9/24/2016
  - Draft Due: 12/24/2017. December 15 meeting will be last Policy Committee meeting before the first draft must be turned into the Ohio EPA. The Policy Committee will certify this draft by resolution at that meeting.
  - Final Draft Due to OEPA: 3/26/2019
  - Final Approval by OEPA: 6/24/2019. If this is not met, by law the Ohio EPA must write Plan.
- Appendix A Review: Reference Year, Material Change
  - Reference Year: 2015
  - Planning Period: 2019-2028
  - Goal Statement: Goal #1, Recycling Access
  - Material Change in Circumstance: Previous Plan Policy
  - Explanation in Difference in Data (ADR and QFR): To Be Amended
- Appendix C Review: Population Data (information is obtained from the Ohio Department of Development Office of Strategic Research).
  - Table C-1. Population Adjustments and Total Reference Year Population
  - Table C-2. Population Projections. These can help predict if waste generation will increase or decrease.
  - Figure C-1. District Population: 2015 through 2033
- Appendix D Review: Disposal Data.
  - District receives fees for waste received at only in-district facilities (landfills or transfer stations), but waste generated from the District that is received at landfills outside of the three counties is still tracked because one of the purposes of the Plan is ensuring sufficient landfill capacity.
  - Figure D-1. District Disposal: 2006 – 2015. All facilities are required by license to report waste generated by generating source (which District the waste comes from) and by sector either residential/commercial or industrial. Commercial waste more residentially oriented such as restaurants and retail stores. Industrial waste may be specific to manufacturing processes. Excluded or exempt waste doesn't meet the definition of solid waste; this is primarily construction and demolition waste.
  - Figure D-2. R/C Tons Disposed vs. Disposal Rate: 2006 – 2015. Disposal rate is pounds per person per day. Downward trend coming off recession then a little recovery and have now levelled off.
  - Figure D-3. R/C Disposal Rate for Selected SWMDs: 2006-2015. This figure examines how the District compares with other districts with disposal rates. For the most part, most districts are seeing the same trend. Waste is unique, is consistent and can be projected based on economic, behavior and population activity.
  - Figure D-4. Residential/Commercial Sector Disposal Trends: 2011-2015. This figure and the following are prepared to observe if anything is happening in the economy or due to population changes that is affecting the overall disposal rates for each sector. Nothing appears to have affected the District over the past five or six years, but if four or five other districts in the state were affected

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because of drilling activity. Again, numbers like these are monitored because one of the purposes of the Plan is ensuring sufficient landfill capacity.

- Figure D-5. Industrial Sector Disposal: 2011 – 2015
- Figure D-7. Projections Using the R/C Disposal Rate of Change (2011-2015) and Industrial Employment

➤ Next steps

- Next Policy Committee Meeting Date for Plan (June 16, 2017)
- Appendices B, E-G: Inventory, Res/Commercial Reference Year Recycling, Industrial Reference Year Recycling, and Historical Waste Generation
- Appendix H and I: Strategic Evaluation and Conclusion, Priorities and Programs. The Ohio EPA is now allowing districts to capture ideas of possible initiatives or programs without requiring the districts to actually implement them. The Policy Committee may go through a prioritization process to determine initiatives or programs that should be considered for actual implementation versus just capturing the possibility of them but not requiring implementation.

**9. Other Business**

There was no other business.

**10. Adjournment**

The meeting was adjourned at 10:54am.



6-16-17

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Rachel Rothacher, Administrative Director

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Date