

**MARC Solid Waste Management District
Executive Board Meeting (Open Meeting)
Wednesday, January 19, 2022, 11:00 am – 1:00 p.m.**

Meeting Location: Due to COVID-19 response, the meeting was held via ZOOM teleconference

Executive Board Members present:

Doug Wylie, Chair, Parkville
Mike Larson, Sugar Creek
Matt Wright, Blue Springs, Vice Chair
Donna Koontz, Clay County
David Pavlich, Kearney
Chris Bussen, Lee’s Summit
Trent Salsbury, Raymore

Executive Board Members not present:

Brenda Franks, Jackson County
Daniel Erickson, Platte County

Bob King, Ray County
Bob Huston, Cass County
Mike Jackson, Independence
Michael Shaw, Kansas City
Lauran Kurtz, Lake Lotawana

Others present:

Lisa McDaniel, MARC SWMD
Nadja Karpilow, MARC SWMD
Matt Riggs, MARC SWMD
Tom Jacobs, MARC

I. Introductions

Doug Wylie, Chair, opened the meeting and it was determined that a quorum was not present.

Doug welcomed new board member Trent Salsbury representing Raymore.

II. Approval of Meeting Summaries

No motion was sought to approve the meeting summaries since a quorum was not present at the meeting.

III. Administrative Matters

Annual Confirmation of Secretary/Treasurer Appointment—No motion was sought to reappoint Lisa McDaniel, district planner, as the district’s secretary/treasurer. She will continue to serve in this role and a motion will be sought at the next Executive Board meeting.

Conflict of Interest Policy—Lisa McDaniel asked the executive board to refresh themselves on the conflict-of-interest policy/statement that was adopted in 2013 and explained the requirement for disclosure of familial relationships to the 4th degree of consanguinity. Each board member received and was asked to sign a form to indicate conflicts of interest. Those members not attending the meeting will be asked to sign the form at the first meeting attended in 2022.

Illegal Dumping Initiative—In October 2021, the board approved spending up to \$25,000 for a professional meeting facilitator and strategist to help develop a strong framework for our work to reduce illegal dumping. In the absence of a quorum, the board members present gave staff approval to move forward with a request for proposals for professional services. Ratification of this decision will be sought at the next executive board meeting.

Policy Change for Approval of Grant Extensions—Grant extensions exceeding three months require grant review committee approval. In the absence of a quorum, the board members present gave staff approval to seek grant review committee approval when the requested extension exceeds six months. Ratification of this decision will be sought at the next executive board meeting.

Small Project Assistance Funding—The small project assistance funds program currently supports small project funding up to \$2,999, which was just below the amount that required recipients to obtain quotes for services or equipment purchases. In 2020, Missouri rules were changed and now require quotes for line items that exceed \$10,000. Staff requested approval to increase the funding cap of the small project funds to \$3,500 per project. In the absence of a

quorum, the board members present gave staff approval to increase the funding cap on small projects to \$3,500. Ratification of this decision will be sought at the next executive board meeting.

Small Project Assistance—The district received two applications for assistance:

- Cornerstones of Care requested \$2,999 to purchase 5 compost tumblers, wood blocking to raise the bins for easier access, and one wheelbarrow. The compost would be managed at their Residential and Day Treatment Program garden sites.
- Staley High School requested \$775 to purchase small food waste containers, two outdoor composters, food waste labels and two small fabric collection containers. The compost would be delivered to the Urbavore drop-off site. Textiles are recycled at Savers.

In the absence of a quorum, the board members present gave staff approval to sign grant agreements with both applicants. Ratification of this decision will be sought at the next executive board meeting.

II. Board Discussion

2022 Meeting Schedule—Lisa McDaniel reviewed the 2022 meeting schedule. District meetings are always held on the third Wednesday of the month:

- Executive Board: Odd months from 11:00 am to 1:00 pm. An additional meeting is held in the second week in October to approve grants, budget and MOU with MARC.
- Management Council: Even months from 9:00 to 10:30 am.

Meetings and agendas are posted at: <https://www.marc.org/Environment/Solid-Waste/About-the-District/Meeting-Information>

Recycling Education Campaign—Matt Riggs gave an update on the recycling education campaign:

- Sliders – The sliders focus on holiday clean up: treecycling, food waste, and air pillows and bubble wrap.
- Social Media – The number of followers continues to climb. Currently the district has 7,067 Facebook followers, 950 Twitter followers, and 715 Instagram followers.
- Recycle More At Work (RMAW) - Performed walkthroughs and owe follow-up reports to the following:
 - KC Public Library (downtown branch) Public Affairs department
 - Homepage
- RecycleSpot.org website overhaul update:
 - Sept. 3, 2021 start date
 - Estimates from 3 website development companies are under review.
 - Online user survey feedback will help inform the upgrade.
 - On March 7, 2022, when the MARC web coordinator returns, we will:
 - Decide on web partner
 - Begin development
- EPA Sustainable Materials Management food loss & waste reduction grant awarded to MARC, Sept. 30, 2021:
 - Project coordinated by Matt.
 - Focus: prevention, rescue, composting throughout food supply chain.
 - Three goals: Food Waste Action Plan, Web-based food system map, Strategic Education Campaign
 - Project Advisory Committee (PAC):
 - 21 organizations representing multiple points along food supply chain
 - 2 PAC mtgs. have been held so far.
 - First workshop, March 30, 9 – 10:30 am:
 - Charette-style
 - Virtual
 - Recruiting facilitators & subject-area experts
- 2022 Outreach Campaign – The plan is under development and will include:
 - Theme: Where to take top 5 items searched for on RecycleSpot.org in 2021, positive message: “do good”
 - Paid:
 - Budget: \$32,000
 - Digital, billboards, bus ads, etc.
 - Earned:

- TV, radio, print, other
 - Owned:
 - Recycling 101
 - Blogs
 - Grass roots outreach
 - Social:
 - Facebook
 - Twitter
 - Instagram
- MARC Environmental Services – Over the last year, the district has been working with other MARC Environmental Services programs to cross promote messages to different audiences. This year’s activities will include:
 - Reaching out to community groups & HOAs
 - Working with KC City Market. The market reached out to MARC to have a regular presence at the market throughout the year. MARC Environmental Services hosted a table at their Holiday Market two weekends in December and plans to do more in 2022.

Program Updates—Lisa McDaniel gave a brief update on 2021 program metrics for outreach and the Regional HHW program.

Legislative Update—Lisa McDaniel provided an overview of legislation and potential impacts on Solid Waste Management Districts.

V. Old Business/New Business

Franciscan Mission Warehouse Grant—Franciscan Mission Warehouse/Project C.U.R.E. (E2020-019) requested an additional 6-month extension and a revised budget to better meet their needs. The original project scope included working with interns, attending hospitals, and several educational events, however COVID stalled those plans. FMW has also requested a budget change to use funds to purchase racking to support their warehouse infrastructure. They will still use some of the funds to construct collection bins for hospitals to use for donating durable medical equipment. In the absence of a quorum, the board members present gave staff approval to grant the extension and budget amendment requests. Ratification of this decision will be sought at the next executive board meeting.

VI. Closing

The meeting adjourned at 12:50 p.m. The next Management Council meeting is scheduled for February 16, 2022, at 9:00 am. The next Executive Board meeting is scheduled for Wednesday, March 16, 2022, from 11:00 am to 1:00 pm. These meetings may be held virtually via ZOOM teleconference or in a hybrid format with some in-person attendance allowed.

MARC Solid Waste Management District

Doug Wylie, Chair

Lisa McDaniel, Secretary

Approved: March 16, 2022