

**HAMILTON COUNTY ENVIRONMENTAL SERVICES -
SOLID WASTE MANAGEMENT DISTRICT
MANAGER'S MEMORANDUM**

DATE: March 9, 2007
TO: District Policy Committee Members
FROM: Holly Christmann, Solid Waste Manager
Cory R. Chadwick, Director

I. Introduction/Opening Comments

NOTICE: This memo is for the meeting to be held on March 15, 2007. This meeting will be held at 9:30 a.m. at Hamilton County Environmental Services, 250 William Howard Taft Road, Cincinnati, Ohio 45219.

Policy Committee Information (Agendas, Manager's Memos, Minutes, etc.) now available on the District's Website at www.hamiltoncountycycles.org.

II. Clerk's Report/Additions to the Agenda

A. Approval of Minutes – Minutes from the November 16, 2006 and January 18, 2007 Policy Committee meetings are included as Attachment A.

B. Additions to the Agenda

Please contact Susan Schumacher at 513-946-7734 or susan.schumacher@hamilton-co.org if you have items to add to the agenda.

III. District Revenue Updates/Analysis

Updates will be provided on current revenue receipts and comparisons with prior years, as included in Attachment B. Also included is a revenue comparison from 2003 – 2006, including average revenue for each month.

IV. Policy Items

A. Carry Over Balance

The Policy Committee has discussed, but never voted on, a minimum amount the District should have in reserve in case an emergency arises that would require the District to change its fee structure. According to the Ohio EPA, it typically takes up to 8 months to change the funding structure outside of the Plan Update process. Listed below are the necessary operating expenses that should be held in the carryover balance for a 6, 8, and 12-month timeframe (based on the 2007 budget of \$3 million).

6 month carryover = \$1.5 million
8 month carryover = \$2.0 million
12 month carryover = \$3.0 million

Attachment C details the amount of the carryover balance available based on different revenue and budget projections. The revenue scenarios include \$2.78 million/year and \$2.5 million/year. A \$2.5 million/year revenue scenario is included as an option because this is the minimum amount the District should expect in revenue. Over the past three years, however, the District has received approximately \$2.78 million in revenue each year.

Staff Recommendation: *Staff recommends maintaining a minimum carryover balance equal to eight months operating cost, based on input from Ohio EPA.*

B. Television Collection Event

The District received proposals for a computer and television collection program. Technology Recycling Group (TRG) was the lowest and best bidder for this program. TRG is able to conduct a permanent computer collection program at no cost to the District. The program will be open to residents Monday – Friday from 8:00 a.m. – 5:00 p.m. Tentatively, the computer program will be open from May 15 – December 30, 2007.

Because the computer collection program will not cost the District any operating funds, only advertising (\$5,000), the District recommends conducting a one-day pilot television collection program in early fall, 2007. As this is a pilot project, the District will ask that residents pre-register for the collection event (similar to the first year of the HHW program and past computer events).

Staff Recommendation: *Staff recommends contracting with Technology Recycling Group to conduct a computer recycling event and a pilot one-day television collection event.*

C. School Recycling Grants

Each year, the Solid Waste Management District awards grants to schools for the implementation of waste reduction, recycling and/or composting programs. This year, the District received applications from three schools each of which are recommended for funding. Analysis of the grant proposals is included as Attachment D.

Staff Recommendation: *District Staff recommends awarding School Grants based on the Staff Analysis included as Attachment D.*

D. Exploring New Methods to Manage the Waste Stream

Many solid waste organizations throughout the United States are researching new methods of increasing recycling diversion and managing the waste streams that cannot be recycled. Examples of these methods include recycling collection opportunities for non-traditional recyclables, tapping into new sectors that are not currently recycling and expanding composting. An example of a new technology to manage the waste stream

currently being examined in St. Lucie County, Florida is plasma arc technology. Attachment E provides a general overview of plasma arc technology including potential benefits and concerns.

Staff would like direction from the Policy Committee on developing a subcommittee to explore new programs and technologies to increase recycling and examine new disposal technologies such as plasma arc.

V. Information/Discussion Items

A. Strategic Plan Update

During the January 18th Policy Committee meeting, it was recommended to form a subcommittee to develop the strategic planning process. The subcommittee consisted of Glenn Welling, Bernie Fieldedeey, Dave Meyer, and Tony DiPuccio. The subcommittee met on March 7th to develop the implementation steps for the strategic plan.

The Policy Committee will follow the strategic planning process as developed by the subcommittee. The strategic plan outline is included as Attachment F.

B. Rumpke Compost Site

Rumpke has submitted an air permit application to increase the amount of compost processed from 15,000 tons per year to 60,000 tons per year. The composting operations impacted by this change will be the portable tub grinder, portable screener, composting storage piles, and the composting roadways.

VI. Tentative Future Agenda Items

VII. Policy Committee Members' Comments

VIII. Public Comments

IX. Upcoming District Meetings

The next Policy Committee meeting is scheduled for May 17th at 9:30 a.m. The meeting will be held at Environmental Services, 250 William Howard Taft Road.

X. Adjournment (Target Time: 11:00 a. m.)