

**MINUTES OF A REGULAR MEETING OF
THE HAMILTON COUNTY SOLID WASTE MANAGEMENT DISTRICT
POLICY COMMITTEE
November 13, 2003**

DATE: November 13, 2003

TIME: 2:00 pm

PLACE: Hamilton County Department of Environmental Services
250 William Howard Taft Road
Cincinnati, Ohio 45219

PRESENT: **Policy Committee Members**
Tony DiPuccio, Generator Representative
Dr. Carl Evert, General Interest Member
Karl Graham, Representative of Largest Municipality
Tim Ingram, Hamilton County General Health District Representative
Todd Portune, County Commissioner, Chair
Larry Riddle, Ex-Officio Member

DOES Staff
Jeffrey W. Aluotto, Solid Waste Manager
Cory Chadwick, Director
Holly Christmann, Community Outreach Coordinator
Sarah Dowers, Public Affairs Coordinator
Christy Kellner, Business Specialist
Ali Khodadad, Operations Coordinator
Sue Magness, Education Specialist
Susan Schumacher, Administrative Secretary, Clerk

Others In Attendance
Karen Ball, Aide to Commissioner Portune
Nee Fong Chin, Hamilton County Prosecutor's Office
Bob Orr, CSI Waste Services
Jerry Metz, Environmental Enterprises Inc.
Dave Nutini, Hamilton County General Health District
Tony Turchlano, Rumpke

ABSENT: **Policy Committee Members**
Keith Corman, Township Representative, Vice Chair
Dr. James O'Reilly, Public Member

I. CALL TO ORDER

Mr. Portune called the meeting to order at 2:13 pm and welcomed everyone.

II. CLERK'S REPORT

A. Approval of Minutes - September 11, 2003

Dr. Evert moved to approve the September 11, 2003 minutes. Mr. Graham seconded; all were in favor and the minutes were approved.

B. Additions/Changes to the Agenda

There were no additions to the agenda

III. DISTRICT REVENUE UPDATE

Mr. Aluotto stated that included as Attachment B in the Manager's Memo were revenue/tonnage comparisons from 2002 to 2003. Comparing September, 2002 to September, 2003, revenues increased and revenues indicate that, overall, comparing by years, are still up from last year which will put the budget at \$2.75 million for the year.

Mr. Portune asked if there were any trends the Policy Committee needed to be aware of. Mr. Aluotto stated that, currently, there is nothing that shows up as a trend. There is always the possibility of large generators of waste taking the material to other facilities or doing beneficial use projects which might reduce revenues but those items would not show up in a trend line.

IV. POLICY ITEMS

A. District 2004 Budget

Mr. Aluotto stated that the Policy Committee has been provided 2 additional attachments: an updated budget narrative and a spreadsheet showing trends. Mr. Aluotto asked if these items could be used for Attachment C instead of the ones that were included in the Manager's Memo.

Mr. Aluotto stated that the updated budget included program changes that the Policy Committee agreed to at the last meeting. One item that was not brought up at the last meeting was the fact that the District receives \$141,000 from ODNR which is distributed through grants to political subdivisions/the District. \$52,212 of this was not included in the budget. Mr. DiPuccio asked what the District would spend this money on. Mr. Aluotto stated that it will be spent on recycling awareness and education (billboards and newspaper advertising).

After a question and answer period, Mr. Graham moved to amend the 2004 budget to include grant funds from ODNR, in the amount of \$52,212. Mr. Ingram seconded; all were in favor and the motion was approved.

B. 2003 Budget

Mr. Aluotto stated that the District needs to request a supplemental appropriation, from the carry-over balance, in the amount of \$216,000. A breakdown is as follows: \$170,000 relates to overages in the HHW program, \$22,000 for the cinema advertising, \$26,000 for the Cincinnati Recycling Assistance, and \$16,000 for the network television advertising.

Mr. Aluotto discussed the cinema advertising and the network television advertising. Mr. DiPuccio stated that the amounts added to \$234,000 and asked why the District didn't need the full amount. Mr. Aluotto stated that this the \$216,000 is enough to cover the overages on the total budget.

Dr. Evert asked if the District has seen an increase in the recycling hotline due to the cinema and television advertising. Ms. Christmann stated that over 50% of the calls received on the hotline were how to get a bin which is the point of the ads. Since the ads started in July and will end in December, the District will go back and check the number of callers who stated they saw the number in the cinema or on TV. The District has recently started asking every caller, who calls regarding recycling, how they heard about the recycling hotline. Mr. Aluotto stated that the District will put an analysis together relating to the recycling hotline.

Mr. Portune entertained a motion to appropriate an additional \$216,000 from the unappropriated carry-over balance of the 2003 budget for the purpose of covering overages in spending from the Household Hazardous Waste Event, Cinema Advertising Project, Cincinnati Recycling Assistance,

and Network Television Advertising. Mr. Ingram stated that he would make the motion. Mr. Graham seconded; all were in favor and the motion was approved.

C. District Carry-Over Balance

Mr. Aluotto discussed the history of the current \$2.5 - \$2.9 million carry-over balance the District has on the books. In the past, the District has always thought that this balance would slowly be spent down during the course of normal programming.

Mr. Aluotto stated that the question is: should the District continue to widdle the carry-over balance down or should it be used for larger capital needs.

Mr. Portune reminded the Policy Committee about the letter he sent to all 49 political subdivisions and stated that he received feedback from Sycamore Township, Reading, Blue Ash, Green Township, Forest Park, Amberley Village, and Lockland and gave examples of what some of the communities suggestions were.

While the Policy Committee discussed the carry-over balance, the following suggestions came from members: Mr. Graham - The carry-over balance discussion should be tied to the Plan Update process; keep a minimum of 6 months worth of revenue if the fee structure had to be altered. Mr. Ingram - Agrees with Mr. Graham in terms of tying discussions to the Plan Update process and also letting everyone involved know what exactly the balance can and can't be spent on. Mr. Riddle - Incorporate a fee reduction into the Plan Update. Mr. DiPuccio - Contact other Districts and inquire what they have done. Contact OEPA and request guidance. After receiving this information, Mr. DiPuccio will give his opinion. Dr. Evert - Factor in the expertise of the consultant the District hired for the HHW consideration.

Mr. Aluotto stated that Staff has been putting together a list of ideas; a baseline analysis of things that could potentially be done in Hamilton County.

Mr. Portune stated that the Policy Committee would table this item until the next meeting so additional information could be obtained by Staff.

D. Solid Waste Management Plan Update

Mr. Aluotto stated that the District is currently out for bids for consultants to assist in writing the Plan Update. Bids will be opened on November 21, 2003. In the past, the District has had an ad-hoc committee consisting of Staff and at least two Policy Committee members to evaluate the consultants and proposals, conduct interviews, etc.

Mr. Aluotto asked the Policy Committee if anyone would be willing to volunteer for these duties. Mr. Graham volunteered to serve on the ad-hoc committee. Mr. Aluotto stated that prior to this meeting, via e-mail, Dr. O'Reilly also volunteered.

Mr. Ingram suggested that Staff advertise to everyone on the Policy Committee the dates and times of meetings. Mr. Aluotto agreed.

E. Reduction Assistance Grants

Mr. Aluotto stated the District offers the Reduction Assistance Grants were annual grants to promote: 1) to allow non-profits involved in recycling to access grant funds through the District 2) to allow Political Subdivisions who wish to do more than their RRI dollars allow to do other projects.

Attachment D of the Manager's Memo outlines the Staff Recommendations. The District reserves \$50,000 for Political Subdivision's and \$50,000 for non-profits and that there was a tremendous response to this round of grants. Mr. Aluotto gave examples of grants applications which did not fit the criteria.

Ms. Christmann outlined the grant applications and project summaries that the District were recommending funding for and are as follows: Political Subdivisions - Springfield Township, City of Forest Park, Whitewater Township, City of Harrison, Crosby Township, and the City of Mt. Healthy. Non-Profits - Work Resource Center, NU-BLEND Paints, Inc., and Keep Cincinnati Beautiful. Ms. Christmann stated that the majority of the cuts made were under the labor line item and this funding could be applied for through the Recycle, Ohio! Grant.

Mr. Portune questioned why the District was recommending funding to NU-BLEND for miscellaneous expenses since the District previously funding NU-BLEND from their individual requests (not grant related). Mr. Portune stated that although he believed in NU-BLEND he gave examples of past funding requests and questioned if NU-BLEND would ever be self sustaining. Mr. Aluotto stated that 1) Per the Policy Committee's request, NU-BLEND is currently working with Hamilton County Development Corporation to look at their business processes, their business plans, etc. with the District facilitating that process 2) Regarding NU-BLEND being self sufficient; NU-BLEND is a very large operation and unless there were drastic changes, they will continue to have to rely on empowerment zone funds and other grant funds to exist.

Mr. DiPuccio asked what other funding sources NU-BLEND has besides grants. Mr. Aluotto stated that their funding was primarily grants and the empowerment zone (which is done on a reimbursement basis), and the sale of the paint.

Mr. Aluotto stated that typically, NU-BLEND charges for their participation in HHW events. Because of the support the District has given NU-BLEND, that fee was waived for the collection events saving the District approximately \$12,000 per event. Dr. Evert requested that Mr. Aluotto find out if his business plan was incorporated into the Hamilton County Development Corporation's Plan for NU-BLEND. Mr. Aluotto stated that he would follow up at the HCDC meeting. Mr. Portune asked that this item be brought back as an informational item and have Mr. Wojcik present. Mr. Aluotto agreed.

Mr. Ingram asked what the District's role was regarding sustaining non-profits and that this is the perfect time to enter into that debate as the Plan is revised.

A brief discussion ensued regarding all the grant applicants/project summaries. Mr. Graham moved to approve Staff's Grant Recommendation as outlined in the Manager's Memo set forth in Attachment D. Mr. DiPuccio seconded. All were in favor and the motion was approved.

F. Legislative Issues

Mr. Aluotto stated that legislation was recently introduced into the Ohio General Assembly which would mandate that all new State buildings be constructed to LEED Green Building Standards. Representatives Seitz and Yates are co-sponsors of the Bill. Ms. Christmann discussed the legislation in more detail.

Mr. Aluotto stated that the District might want to draft correspondence to Hamilton County's local Representatives encouraging them to continue their support. The Policy Committee concurred and Mr. Portune requested that Staff circulate a draft letter electronically.

Mr. Portune asked Mr. Aluotto and Ms. Christmann to join him on November 19, 2003 at 1:30 pm for the Cincinnati Public School Facilities Committee meeting where one of the topics of discussion will be green schools.

V. INFORMATIONAL ITEMS

A. City of Cincinnati Update

Recycling - Mr. Aluotto stated that the District is still working with the City trying to come up with some program options that can be viable next year. The District and the City also worked on a RFP that would include some of the discussed program options.

Mr. Graham added that the City Manager and Mayor are preparing to propose an operating budget package and that's where the City stands at this point. Also, there will be public budget hearings during the months of November and December. The final budget will be voted on December 17, 2003.

Yardwaste - Mr. Graham stated that the yardwaste analysis has been helpful from a cost-effective standpoint.

Mr. Portune stated that the new city council is more environmentally friendly opposed to the old council and feels positive regarding the recycling and yardwaste programs not being cut.

B. Household Hazardous Waste Collection Events - Powerpoint Presentation

Mr. Aluotto showed a powerpoint presentation highlighting the successful HHW collection events. The October 18, 2003 event at Winton Woods High School had approximately 2,400 cars pass through; Coney Island's event on October 25, 2003 had approximately 3,500 cars. Combined, the events took in approximately 535 tons of material. Clean Harbors, who was the District's contractor, stated that the Coney Island event was the largest one-day collection event in the history of their company's North American operations.

Mr. Aluotto thanked Ms. Christmann for a job very well done.

VI. TENTATIVE FUTURE AGENDA ITEMS

Carry Over-Balance, NU-BLEND, Fall Waste Sort

VII. POLICY COMMITTEE MEMBERS' COMMENTS

The Policy Committee had no further comments.

VIII. PUBLIC COMMENTS

There were no public comments at this time.

IX. UPCOMING DISTRICT MEETINGS

**Policy Committee Meeting
November 13, 2003**

Page -6-

Mr. Portune stated that the next Policy Committee meeting will be at 2:00 pm on January 15, 2004 at the Hamilton County Department of Environmental Services, 250 William Howard Taft Road, Cincinnati, Ohio 45219.

IX. ADJOURNMENT

The meeting was adjourned by acclamation at 3:50 pm.

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