

**MEETING MINUTES  
RECYCLING AND SOLID WASTE REDUCTION BOARD  
TUESDAY, February, 9, 2021  
Online Zoom meeting**

**1) Call to Order**

Marlow called the meeting to order at 6:04 PM.

**2) Attendance**

Members Present: Brown, Hairston, Jacobs, Marlow, Little, Mifflin, Sickler, Sheth, Stelzer and Swiger. (14 total participants Diane Fauche Moy, Dick Yehle)

Absent: Castro

Also Present: Gerardo Barrera and Edward Orozco (West U Public Works).

**3) Agenda Order**

There were no changes to Agenda order.

**4) Approval of Minutes**

Amended to add in a new question submitted to consultants in addition to #13 and #15.

Updated #9. And modification to language regarding Recycling Board survey. Change to in description to “detailed” rather than “tedious”.

Susie moved and Sheyra second. Carried unanimously.

**5) Board Member Reports—Business/Action Items**

**a) Food Waste drop-off Pilot Program—Board**

**1) Draft Report**

Orval limited discussion to 10 minutes. Stever ran through report. Orval asked the Board members to run through draft Report within the next 7 days and make comments. Attached to the Report is an Appendix which contains comments/testaments, brochures, flyers and other Board members. Orval will collect comments and send to Steve to make changes. The Draft Report, once it has been finalized by the Board, will be sent to Edward and Gerardo at the City’s Public Works Department and they will send it to the City Manager (who had approved the pilot program) Keith asked the Board what vendor did they or Public Works think could service the City. Steve suggested that Zero Waste could do it in his opinion. Edward said he talked to several vendors, who all suggested that we would need to know how many participants would be involved. There was some Board discussion of Zero Waste’s performance during the Pilot Program and their curbside pickup pricing for the City. Keith emphasized that if the City was going to offer the service, it has to be up to the standards of the City. Susie will attempt to reload the Draft Report on the Google Drive to reflect a revised pdf.

## **2) Email to Participants**

Orval asked for Board comments regarding the draft “thank-you” e-mails from the City the Food Waste Pilot Program Participants. Rick suggested asking a survey monkey question regarding how did the participants deal with any smell in keeping the food waste for a week prior to the Saturday drop-off. The Board concurred that this was a reasonable question that should be added. An e-mail will be sent to Gerardo and Edward to be sent out to Food Waste Pilot Program Participants.

### **b) New Neighbor program—Annual Report—Jerome**

Jerome said this is the last month to turn in New Neighbor assignments for 2020. February 28th is the last day to turn everything in to Jerome. Jerome is going to do this month himself. Jerome also said it was not required to go back to vacant houses. Jerome was waiting for some of the new materials to put together the packages for Board members. Edward will follow-up with Jerome to get him the new materials.

### **c) Survey Questions—Review final with proposed changed—Board and Staff**

Jerome had a question regarding the approval of survey. Orval said it had been approved but that the Board needed to discuss it further to finalize the Survey questions. Orval led discussions on Survey questions 1-8. Yvonne and Susie wanted to make several changes on several of the Survey questions. Orval and Matthew pushed to get reviewed. Edward needs the revised Survey questions back ASAP to send out to the consultant.

### **d) Tri-Sports—2021 Sports Schedule—Board**

Orval contacted WULL and West U Softball regarding recycling and is waiting for recycling liaisons for each team. Prior the Board meeting Yvonne took some pictures of the recycling and trash containers on the field to show some issues that needed to be resolved.

Edward will send an e-mail to the WULL and West U Softball representatives regarding missing bins and signs and emptying out of the containers.

### **e) Currents articles discussion (current drafts discussion and schedule)—Board**

Need more articles in hopper. Susie says we need someone to stay on top of the Currents articles and remind the Board of Currents articles deadlines. Susie volunteered for this position. Steve agreed and Orval said that one of the major issues the last year or so was that we did not have firm deadlines until now. Edward says they now have firm dates, which would be send out. Orval will send out the list of topics for the Currents articles based on the past year’s Board discussions. Steve said “cheers” regarding Edward getting firm dates for publishing the Currents articles.

### **f) Upcoming events: Shredding event-May 1, 2021**

Need a few volunteers for the 3 hour event. The Board will discuss as we get closer to the event.

**g) Miscellaneous (such other items discussed by the Board)**

N/A.

**6) West U Staff Report**

Waste Management did an audit of the trash/recycling in October\November 2020. Edward and Gerardo will provide comparison of pre- and post audit data. Edward and Gerardo will also push Waste Management to get more specific info about the 11% contamination rate and what items were considered contamination during the audits.

**7) Chairman's Report/Board Member Comments**

Nothing to report at this time.

**8) Adjournment**

Susie moved to adjourn. Jerome seconded. Motion carried unanimously. Adjournment at 7:33 pm.