



Lake Region Solid Waste Authority

lrswa@lakeregionsolidwaste.org

913-952-2841

MINUTES

Quarterly Meeting

Thursday January 27th, 2022 @ 9:00 AM

Via Zoom

The following persons were in attendance:

Anderson County: Scott Garrett
Coffey County: Todd Bemis
Franklin County: Don Stottlemire, Pat Campbell, David Lee
Linn County: Al Doan
Miami County: JR McMahan, Darryl White, Gary Price
Osage County: Glen Tyson, Fred Diver, Russel Swanson
Lake Region: Shay Hanysak

Board of Directors Meeting

I. Call to Order

Board Chair, JR McMahan, called the meeting to order at 9:02 AM. A quorum was achieved.

Glen Tyson announced that his replacement had not been finalized or approved by the County Commissioner. He anticipates an official announcement within the new few weeks.

II. Approval of Agenda

Don Stottlemire made a motion to approve the agenda as presented. Glen Tyson seconded. The agenda was approved without objection.

III. Approval of Minutes

Pat Campbell made a motion to approve the minutes from October 21, 2021 as presented. Darryl White seconded. The minutes were approved without objection.

IV. Financial Review

a) 2021 Year End Review

LRSWA profit & losses were presented and compared to the 2021 Budget line items.

Fred Diver made a motion to approve the 2021 financials as presented. Don Stottlemire seconded. The motion was approved without objection

b) 2021 Internal Audit Team

Audit Team members were selected; Pat Campbell from Franklin County, Darryl White from Miami County and Al Doan from Linn County.

Action item: Since we did not meet in-person, the Regional Coordinator will contact the team members to arrange a separate meeting date and time for the audit.



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V. Coordinator Report

a) Solid Waste Grants Advisory Committee

Shay notified the Board that she was recommended by Jeff Walker at KDHE to serve as a member of the KDHE Solid Waste Grants Advisory Committee. This is a position that requires review and appointment from the Governor. There are no conflicts with her responsibilities to assist the public with applying for these grants, as she will simply abstain from voting on those specific projects when reviewed by the committee. No objections were noted by the Board.

b) Education & Outreach

i. *Grant Writing Assistance*

Shay has promoted the KDHE Waste Tire Grant programs and offered grant writing assistance through schools, city administration, county economic development, chambers of commerce, conservation districts and extension offices. Three organizations requested assistance in preparing their application;

- City of Williamsburg (Franklin County) - benches for two City parks
- Holy Trinity (Miami County) - rubber playground mulch
- USD 367 Ozone Sports and Fitness Center (Miami County) - benches for indoor and outdoor pool areas

The deadline for these submissions was January 15th and it is expected that the winners will be announced at the end of March or early April.

The next grant opportunity is for the KDHE Solid Waste Grant program, which opens on March 15th.

ii. *Greener County Fairs*

Shay met with some board members from the Lane Agricultural Fair (Franklin County) to discuss their desire to include recycling collection during this year's event.

The idea and benefits of offering recycling collection containers and services at county fairs and/or other local events was discussed. Since each county has different and sometimes restrictive labor and equipment availability, there are some specific roadblocks that currently exist.

The Board agreed to have Shay continue to work with the Lane Fair as a pilot program, to brainstorm collection options and logistics and seek out potential grant funding for the purchase of effective collection containers.

iii. *Earth Day Celebrations*

Like last year, we are probably not going to be receiving invites from the schools for in-person presentations for Earth Day. Therefore, Shay will again be sending a special book to the library of each elementary school within the region. This year's book is "This Class Can Save the Planet" by Stacy Tornio.



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At the end of last year Shay purchased a spinning/prize wheel that can be customized with questions or trivia about Earth Day topics (recycling, HHW, MSW, composting, etc.). The wheel could be set up in classrooms, county fairs, or local event for education and outreach efforts.

There was some discussion about including promotions for Earth Day (or National Recycling Day) when counties offer their “free dump days”.

iv. *Public Access to County Recycling Information*

Coffee county has recycling stickers that they can provide to residents, but most of the counties do not have outreach or education materials readily available for the public. There are also different levels of information or details about solid waste management or recycling programs on their websites, where most do not include visual references or links to the Lake Region.

Shay would like to be able to work with each county to improve the details and effectiveness of their website content (with respect to trash, recycling, HHS, composting).

Action item: Board members to determine who owns/updates their county website and provide Shay with an introduction (or at least their contact information).

VI. Old Business

a) Recycling Summary Package

The document format needed to be changed. The Regional Coordinator has been able to review information with Coffey, Franklin, Linn and Osage counties and still need to arrange for a time or date to go over the information with Anderson and Miami counties.

David Lee indicated that he and Pat Campbell were starting to reassess and potential redesign the recycling program and process in Franklin County. They advised that they might be reaching out the other counties to arrange site visits in order to see how other operations are being run and pick up tips or suggestions.

b) KDHE Grants

i. *Waste Tire Grant*

LRSWA was awarded grant funding to work in partnership with city administration and local civic groups to install 11 recycled benches around the community of Osawatomie. The City of Osawatomie held a final dedication and ribbon cutting ceremony on November 18th, 2021.

The Regional Coordinator is prepared to submit the final report and close out the grant contract pending final costs for project supplies from the City’s Project Manager and a support document from the Osawatomie Chamber of Commerce.



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ii. *Solid Waste - Adopt-A-Bike*

David Lee provided an update on the project status. We are still a bit behind on purchasing the cargo container due to shortages in staffing and supplies. However, the Franklin County Commissioners have approved a purchase of up to \$9,000. David and Pat Campbell are planning on making an in-person site visit to a vendor within the few weeks.

In order to ensure that David and Pat will have the ability to select the best available container the Board proposed that, if necessary, they would subsidize an additional \$2,000. The motion was made by Fred Diver. Todd Bemis seconded. The motion was approved without objection.

Don Stottlemire reported that Covid-19 has impacted the ability for people to access the program applications since many of the designated locations or offices have been closed to public or accessible by appointment only. We were also not able to send our semi-annual bike shipment to Ellsworth Prison, as they are not allowing any access.

Traveling from county to county to promote and update the program to our partner organization continues to be reduced. We will continue to evaluate the feasibility of having a large gathering for a ribbon cutting as the situation progresses.

Action item: David Lee and Pat Campbell to organize in-person visit to supplier in order to inspect existing inventory and purchase an acceptable cargo container

VII. **New Business**

a) 2022 KOR Conference

The Kansas Organization of Recyclers (KOR) WORKS! Conference will be held in Topeka on April 26-28th. Invites for registration should be coming out soon. Todd Bemis, David Lee and Pat Campbell indicated their interest in attending. The Regional Coordinator will be attending to represent the Lake Region and as a KOR Board member.

b) Non-Profit Board Training

Miami County Economic Development and Miami County Chamber of Commerce are hosting a Non-Profit Board Training event in Spring Hill on April 7th in. The event is open to organizations from outside the Miami county with a cost of only \$30, which includes lunch. The Regional Coordinate was granted Board approval to attend on behalf of the Lake Region.

Action item: Shay will forward event details and registration information to the Board, who are welcome to share it with any non-profit organization within their county.

VIII. **Meeting Schedule**

The original date of April 21st for the next quarterly meeting was determined to be in conflict with a District Meeting that many of the Board members will likely be attending. Since the next week is the KOR Conference, the meeting was moved forward a week to April 14th. The location will still be in Anderson County (location TBD by Scott Garrett).



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The other two quarterly meeting dates remain as

July 21st in Coffey County

October 20th in Linn County

Russel Swanson announce that he would be stepping down as a committee member in order to focus on family needs. Members expressed their thanks and appreciation to Russel for his many years of service within the Lake Region. Glen Tyson announced that he will fill the open Osage County seat when he retires.

Action item: Board members will record the next three meeting dates on their calendars and provide notification if any other regional meeting or conflicting events come up so that we can plan and reschedule with sufficient notice.

IX. Adjournment

Todd Bemis made a motion to adjourn the meeting. Glen Tyson seconded. The motion was approved unanimously and Board Chair, JR McMahon, adjourned the meeting at 10:34 AM.

Minutes recorded by: Regional Coordinator, Shay Hanysak