



**CITY OF ANOKA
WASTE REDUCTION AND RECYCLING BOARD
MEETING MINUTES – January 8, 2020**

CALL TO ORDER The meeting was called to order at 5:00 p.m. in the Committee Room of Anoka City Hall.

ROLL CALL Board members present: Diane Grinde, Marijo Hain, Jan Call, Cheryl Knapek, Eileen Rathbun and Vicki Violet. Absent: Susan Dergantz. Staff present: Pam Bowman, Recycling Manager. Others Present: None.

OATH OF OFFICE Ms. Bowman congratulated members Hain, Knapek and Violet on their reappointments to the Board. Each took the Oath of Office.

ELECTION OF OFFICERS Member Call nominated VC Hain for Chairperson. No other nominations were made. Member Call made a MOTION to elect VC Hain as Chairperson, Member Violet SECONDED. All in favor. MOTION CARRIED. Member Violet nominated Member Knapek as Vice Chair. No other nominations were made. Member Violet made a MOTION to elect Member Knapek as Vice Chair, Member Rathbun SECONDED. All in favor. MOTION CARRIED. Chair Hain said she is unable to attend the Chairpersons Communication Board meetings as scheduled. Ms. Bowman said that she will send a notice to all members for each meeting to ask for a representative to attend.

APPROVAL OF NOVEMBER 13 MEETING MINUTES AND DECEMBER 11 WORKSESSION MINUTES
Under OLD BUSINESS Residential Recycling & Reuse Tips Update, Member Call indicated a correction in the November 13 meeting minutes noting that she meant toilet paper rolls could be cut into small pieces to decompose easier. Noting that correction, Member Grinde made a MOTION to approve the November 13, 2019 meeting minutes; SECONDED by Member Violet. All in favor. MOTION CARRIED.

Within the December 11 worksession meeting minutes, Member Knapek noted a typo (tone should be ton) in the fourth paragraph under Discuss 2019 Accomplishment and 2020 Goals. Member Violet made a MOTION to approve the December 11, 2019 meeting minutes, with the change. Member Grinde SECONDED. All in favor. MOTION CARRIED.

OLD BUSINESS

2019 Accomplishments & 2020 Goals. Ms. Bowman reviewed the lists of proposed accomplishments and goals that the members had determined at their December worksession. After review, Member Rathbun made a MOTION to approve the 2019 accomplishments and the 2020 goals as written; Member Grinde SECONDED. All in favor. MOTION CARRIED.

2020 Anoka County SCORE Agreement Final. Ms. Bowman shared a copy of the final, signed copy of the SCORE agreement with Anoka County. She asked the members to reference it throughout the year. No discussion was held.

Residential Recycling Services Contract Update. Ms. Bowman said the service contract with Republic Services was reviewed and approved by the city attorney, pending an effective date determination. She said she will work through the final details with Bev Mathiasen, and hoped to have a final, signed document soon.

NEW BUSINESS

2020 Marketing Materials. Members discussed which months to have the RAW newsletter prepared and distributed as Ms. Bowman had noted that a third edition will be added this year. It was determined to prepare for late March/early April,

August/September and December/January based on recycling event dates. Ms. Bowman also reminded members about Republic Services website called www.recyclingsimplified.com and the marketing materials availed on that site. She suggested they review it before February's meeting and come back to discuss ideas. Chair Hain said she saw some games on it and thought those would be fun to utilize. Member Call asked Ms. Bowman to print some examples for the February meeting. Ms. Bowman said she would provide some at the meeting and examples from Anoka County, too. Member Grinde suggested adding the website in the RAW newsletter. Member Violet said we need to engage people.

Ms. Bowman said that Republic Services also mailed the recycling schedule postcard in December and that she had updated the new resident document.

2020 Recycling Events. Ms. Bowman provided dates for all of the WRRB sponsored events as follows:

- January 25 – Holiday Wrap-Up Event at Green Lights Recycling
- February 8 – Anoka Winterfest
- April 25 – Spring Recycling Event
- May 2 – Fix-It Clinic
- July 25 – Summer Recycling Event at Green Lights Recycling
- August 26 – End of Summer Bash/Ice Cream Social
- September 26 – Fall Recycling Event
- Oct/Nov – Pumpkin Smash

Discussion was held on when to hold the Pumpkin Smash. After discussion of hosting it the day after Halloween, Sunday, November 1, or a weeknight, members determined to hold it on Saturday, November 7th.

Ms. Bowman said the Fall Recycling Events lands a on a date in which she won't be able to attend nor coordinate set up the day prior. She said she has a personal commitment. Members said they would work through the details and make it happen. Ms. Bowman said she would give staff a heads up well in advance, too.

Member Rathbun asked if the WRRB could participate at Anoka Riverfest & Craft Fair in July to promote organics recycling. Ms. Bowman said yes, if enough members are able to staff the booth. Ms. Bowman said she would be working at the event for the city. It was determined the WRRB would host a booth at the event. Ms. Bowman said details would be determined at a later meeting.

Members Rathbun and Violet also asked if the WRRB could participate in the Halloween Grande Day Parade. It was determined that Members Rathbun and Violet would form a subcommittee to discuss details of participation in the parade.

COMMUNICATIONS

2019 SCORE Report (July-December). Ms. Bowman said she was partly done with the SCORE report, but would provide the full report at either the February or March meeting.

Establishment of WRRB and Mission Statement. Ms. Bowman said she provided this information in the packet for review. Member Violet pointed out *Section 2.177. Manner of Voting*. She questioned if voting can be by paper ballot for Chairperson and Vice Chairperson. She suggested a line item be added acknowledging this, if so. Member Violet also suggested that if the Board is going to work on promoting organics and organics programs, it should be taken into consideration to be added to the Mission Statement. Ms. Bowman suggested these items be reviewed further at the February meeting.

City Code Chapter 66 Utilities. Ms. Bowman said the Code was included in the packet, also, for Members' information.

Members reviewed it and discussion was held about the Definition: Multiple residential dwelling. Member Violet asked for confirmation if it should be units consisting of 2 or 3 versus more than four.

Member Rathbun said organics should be defined in the Code.

Member Violet pointed out that Section 66-84; under *Disposal generally*, the first paragraph is vague and does not clearly define multiple residential dwellings specifically duplexes and four-plexes. She suggested staff review it more closely and consider a revision. Chair Hain asked Ms. Bowman to provide an update at the February meeting.

2020 Draft Meeting & Activities Schedule. Chair Hain reviewed the meeting schedule with the members. Ms. Bowman reminded them that this is a working document and changes will be made monthly. Members discussed meeting dates and determined since the Board would be working at Riverfest in July, the July meeting should be canceled. After review of the document, Ms. Bowman made all suggested changes. She said a revised copy would be included in the next packet.

Member inquired about a possible joint meeting with the Park Board. Ms. Bowman said it would be a good idea and said she will talk with the Parks staff to see when this could be scheduled.

Chairpersons Communication Board Meeting Notes. Ms. Bowman thanked Member Grinde for attending the Chairpersons Communication Board meeting on December 4th. She said the notes were included in the packet. Chair Hain said she would probably be unable to attend any of the meetings due to the dates and times. Ms. Bowman said before each meeting, which are quarterly, she would send out a message to all members to see if anyone can attend. She said if anyone is unavailable, should would provide the WRRB update at that meeting, since she will already be there. Members Violet and Grinde said they both enjoy attending the meetings because they learn about what all the boards are working on and to learn about details of that meeting's Hot Topic subject.

Determine February Agenda. Ms. Bowman said she would include general updates for the February agenda. She reminded members to contact her prior to the meeting if they would like an item added to the agenda for discussion.

WRRB Photo. It was determined to wait until a later month to take a group photo, in hopes of having all members present.

Recycling Questions. This item was added to the agenda during the meeting; it was mistakenly left off initially and Member Grinde told Ms. Bowman it should be included on each agenda.

VC Knappek said she learned more information about the Crayola Marker recycling program that Chair Hain had mentioned at an earlier meeting. She said she would like to work on this and talk with some schools such as Franklin and St. Stephens. Member Violet said this might be something the Lion Leos would be interested in helping. Member Call said she would be interested in helping with this, as well. VC Knappek said she would bring back information to the February meeting.

Member Call brought two items to inquire if they were recyclable; a plastic pump dispenser and an egg carton-type material. Ms. Bowman said neither are recyclable.

ADJOURNMENT The meeting adjourned at 6:35 p.m. on a MOTION by Member Violet and SECONDED by Member Knappek. All in favor; MOTION CARRIED.