



**CITY OF ANOKA
WASTE REDUCTION AND RECYCLING BOARD
MEETING MINUTES – February 12, 2020**

CALL TO ORDER The meeting was called to order at 5:05 p.m. in the Committee Room of Anoka City Hall.

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

APPROVAL OF JANUARY 8 MEETING MINUTES Member Grinde made a MOTION to approve the January 8, 2020 meeting minutes; SECONDED by VC Knapek. All in favor. MOTION CARRIED.

OLD BUSINESS

Residential Recycling Services Contract Update. Ms. Bowman said that although the amendment to the service contract with Republic Services was reviewed and approved by the WRRB and the city attorney, she said that she would like to hold off on eliminating the multi-family properties until the contract expiration of March 31, 2021. She explained that due to other deadlines and workload, she was unable to prepare for this change and said it would be rushed to inform the property owners, switch out the carts/dumpsters, and allow sufficient time for property managers to contract with another hauler, all by this year's expiration date of March 31, 2020.

Ms. Bowman said that during the RFP preparation, the WRRB can determine to leave multi-family properties out of the proposal request criteria for the new contract. She added that also due to the discussions the City Council is having regarding organized garbage hauling, she believes that is an additional reason to hold off in case anything develops with those discussions. She said that she discussed this with the City Manager and Bev Mathiasen of Republic Services, noting that both did not have any concerns with holding off until the expiration of the current contract. After some discussion, Member Violet made a MOTION to keep multi-family properties in the current contract until expiration on March 31, 2021 and to prepare the RFP accordingly; SECONDED by Member Dergantz. All in favor. MOTION CARRIED.

Holiday Wrap-Up Event Report. Ms. Bowman reported that the winter recycling event at Green Lights Recycling was a success and that 11.6 tons of materials was collected; 15,369 pounds of which was electronics. Chairperson Hain and VC Knapek inquired how many coupons were used. Ms. Bowman said she was not sure, but would find out and report back at the next meeting.

Marketing Materials. Ms. Bowman presented the members with marketing material examples she obtained through RecyclingSimplified.com by Republic Services. She showed examples of a poster, postcard, flyer, brochure, and utility bill insert. After review and discussion, members agreed the posters and utility bill inserts would be most effective.

Member Rathbun said she would like data about plastic bottles included in marketing materials. Ms. Bowman said she would do some research to see if there is anything specific to include. Member Rathbun said it would be good to include in the RAW newsletter as space allows.

2019 SCORE Report (July-December). Ms. Bowman indicated that the expense reimbursement of \$32,645.20 recorded in the report was incorrect, as the County revised it to \$33,455.20 after Ms. Bowman requested rent funds be included in the reimbursement. She said she explained to the County staff that the recycling supplies and event items take up a large

portion of storage space at City Hall; after consideration, the County staff agreed.

Also included in the report was the tonnage of 537.89 tons for the second half of the year; combined with the first half of 549.20, the total for 2019 was 1,077.90; the goal is 1,773 tons. Ms. Bowman said tonnage continues to decline and she attributes it to the contamination issues. She said the goal for 2020 increased to 1810 tons.

Ms. Bowman said the final part of the report she submitted to the County included the marketing and educational pieces prepared; such as the RAW newsletter, new residents' guide, the City View articles, etc.

Establishment of WRRB and Mission Statement. Ms. Bowman reminded members that Member Violet had questioned *Section 2.177. Manner of Voting*. – if voting can be by paper ballot for Chairperson and Vice Chairperson. Ms. Bowman apologized noting that she mistakenly included the outdated Code page in last month's packet. She provided the new page in this month's packet and assured Member Violet that the voting language was revised last year. Member Violet acknowledged the change.

City Code Chapter 66 Utilities. Ms. Bowman reminded members that at the January meeting, Member Violet questioned Section 66-84; under *Disposal generally*, suggesting that the first paragraph is vague and does not clearly define multiple residential dwellings, specifically duplexes and four-plexes, and had asked staff to review it more closely. Ms. Bowman said she spoke with staff in the Planning Department and they indicated that the utilities code defines single-family households of up to four units and five or more units is considered multi-family. Ms. Bowman added that Member Violet may have seen a different definition in the zoning code; as they refer to multi-family with units of 4 or more.

Ms. Bowman acknowledged that Member Rathbun had also requested organics be defined in the code. Members discussed this and determined to add it if the WRRB moves forward with a collection site.

Organized Solid Waste Collection Update. Ms. Bowman informed the members that an open house was held on January 23rd at Green Haven to present information on this topic. She thanked VC Knapek for attending it. Ms. Bowman said 42 people were in attendance and that the City Manager gave the presentation and allowed for questions and answers. Attendees were encouraged to fill out a feedback form and submit it to City Hall by a certain date. Those forms were also available online. The open house was video recorded by QCTV and there is a link on the city's website if members wish to watch it.

Ms. Bowman added that just days after the open house, some haulers mailed letters and postcards to their customers warning them that the city was taking away their right to choose a garbage hauler and encouraged their customers to attend the February 3rd City Council meeting to share their thoughts during the open forum. Ms. Bowman said she was concerned with the inaccuracy of those messages. She said she attended the February 3rd meeting. Although the topic was not listed on the agenda, she said the discussion lasted for 1.5 hours during Open Forum and both citizens and haulers shared their thoughts, whether for or against. She also provided feedback forms at that meeting. Ms. Bowman said she is preparing a citizen feedback report to present to the City Council at their February 24th worksession.

NEW BUSINESS

Republic Services Year End Report. Ms. Bowman provided a report to the members that she received from Bev Mathiasen of Republic Services. The report included the tonnage collected monthly from single family and multi-family properties, a list of citizen calls, mostly about missed pick up or need of new container, a list of the market end users they work with, a contact list for Republic Services, and a quarterly report for exemption from metropolitan solid waste landfill fees for residue, which showed that Anoka was nearing some of the limits.

Member Violet said that that customer report still does not provide any significant information about complaints. Member

Grinde reminded the members that they determined this portion of the report was not helpful in the past because of that very reason and referenced a service complaint Member Violet had called in, but it never appeared on the customer call list.

Book Exchange/Book Upcycling Event. Ms. Bowman said that Recreation Manager Nickie Jenks would like to partner with the WRRB on a book exchange/upcycling event. Members thought this was a great idea. Ms. Bowman said this would fill Chairperson Hain's request to collect more books. Ms. Bowman provided the details; scheduled for Wednesday, June 17 from 4-7 p.m. at George Green Park in the pavilion. Volunteers are needed and Ms. Jenks is reaching out to the WRRB, Park Board, City Council and Anoka Ambassadors. There will be work shifts. Ms. Bowman said Ms. Jenks is also partnering with the Rum River Library; librarians will do a story time from 4-4:30 p.m. More story times are requested from volunteers for readings from 5-6:30 p.m. Members inquired if books are needed in advanced for the exchanges and if so, how and when will they be collected. Ms. Bowman said she will ask Ms. Jenks about that and report back at the next meeting.

Anoka Winterfest. Chair Hain reported that she attended Anoka Winterfest and helped ArtStart with their craft. She showed a picture of the "snowshoes" she made from reuse materials. She said it was fairly busy; however, since the craft activity was held in a tent, there were fewer attendees and it was cramped. Ms. Bowman said changes will be made in 2021 to accommodate more participants. She said staff estimates 250-300 people attended Winterfest and that staff was very pleased with the outcome. She added that they will be making other changes to enhance the event in 2021.

Subcommittee Reports.

- **Multi-Family** – Nothing new to report.
- **Organics** – Member Dergantz said she was preparing an article for the RAW newsletter and meeting with Ms. Bowman in the morning to discuss details.
- **Crayola ColorCycle Program** – VC Knapke reported that she spoke with St. Stephens Catholic School about their efforts and learned that Crayola pays for the shipping. Ms. Bowman reminded members that Anoka County Recycling & Resource Department works with the schools on recycling initiatives and maybe that would be a good place to start – to see what the schools have. Ms. Bowman said the collection box should be near the source – the schools. She said if a collection was held at City Hall, which she prefers to avoid, weight slips would be needed from either Crayola or the WRRB would need to weigh each shipment before mailing. VC Knapke said she would look further into the program and report back if she finds any new information.
- **Anoka Halloween** – nothing new to report. Members Rathbun and Violet are considering participating in the Halloween Grand Day Parade.

COMMUNICATIONS

Joint Meeting with Park Board. Ms. Bowman said she spoke with Parks staff and it was determined that the joint meeting would be held on April 8, at 6 p.m. She suggested members start thinking about topics of discussion.

2020 Draft Meetings & Activities Schedule. Ms. Bowman said the meeting and activities schedule was updated to reflect any changes. Chair Hain and Member Violet both acknowledged that they will not be in attendance at the March meeting.

Ms. Bowman reminded all members to keep track of all the events and meetings that they attend for the year-end report.

General Recycling Questions. Member Violet said she is requesting the WRRB meetings go paperless, or at least see some amount of reduction in the use of paper. She noted that the City Council has gone paperless, and believes it is only right that the WRRB, who promotes waste reduction, do the same. She added that she knows not every member has a means to technology, so understands if some papers copies are provided, but she would like to see some reduction.

Chair Hain requested a paper copy of the agenda and memo so she can more easily conduct the meeting and take notes.

Ms. Bowman suggested moving the WRRB meetings to the Worksession Room so she could utilize the Smartboard and members could follow the agenda on the large screen. Members agreed. Ms. Bowman said when she emails the March packet, she will encourage members to go paperless, but will ask members if anyone would like a paper copy. She will check the schedule in the Worksession room to see if the 2020 meetings can be held in there.

WRRB Photo. The group photo was taken after the meeting adjourned.

ADJOURNMENT The meeting adjourned at 6:43 p.m. on a MOTION by Member and Grinde and SECONDED by Member Violet. All in favor; MOTION CARRIED.