



**CITY OF ANOKA
WASTE REDUCTION AND RECYCLING BOARD
MEETING MINUTES – June 10, 2020**

CALL TO ORDER The meeting was called to order at 5:04 p.m. in the Worksession Room of Anoka City Hall.

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

APPROVAL OF MARCH 11, 2020 MEETING MINUTES

One typo was noted “note, should be not” under approval of minutes. With that correction, Member Violet made a MOTION to approve the March 11, 2020 meeting minutes; SECONDED by Chair Hain; all in favor, MOTION approved.

The February meeting minutes were not acted upon at the March meeting because there was no quorum; Ms. Bowman said she mistakenly left them off the June agenda. The February minutes will be reviewed and approved at the July meeting.

OLD BUSINESS

Recycling Events. Ms. Bowman reviewed the following events and provided updates accordingly.

- **Summer Recycling Event.** Scheduled for Saturday, July 25 from 9 a.m. – Noon at Green Lights Recycling. Coupon will be in the City View, to be mailed on June 19th. Volunteers are not needed. Carpeting is no longer accepted; Brotex is not collecting it anymore. No furniture because it will not be recycled. Member Violet said it is very expensive to trash furniture. Ms. Bowman said she doesn’t want the recycling events to turn into garbage collection events. Additional advertising through website communications and notifications.
- **Fall Recycling Event.** September 26, 8 a.m. – Noon at 501 Pierce St. Volunteers needed. Safety measures will be in place – gloves, masks, social distancing, and sanitizer. Member Violet said any Anoka Lions that have concerns with COVID-19 will not participate, but that there should be enough Lions to assist as usual. Ms. Bowman said she would like to discuss the food at a later date noting that might be a bit more challenging if COVID is still a concern.
- **Paper Shredding Event.** Set for Saturday, July 18. Ms. Bowman said she was lucky enough to get a date due to other cancelations. It will be held from 9 a.m. – Noon at Rick Sorenson Park, 2015 State Ave. She said either one volunteer, herself, or a city crew member is needed to assist with traffic/the line. Both Member Grinde and Dergantz offered to help if needed. Ms. Bowman said she will first see if a city crew member is available to work it. Ms. Bowman said she has advertised it in the City View and multiple communication channels.
- **Book Exchange Event Update.** Canceled due to COVID concerns. However, some of the restrictions have eased since it was canceled. Ms. Bowman said she would inquire again with the Parks staff to see if they have any intent to reschedule it for 2020.
- **Fix-It Clinics Update.** Clinics have been canceled to date. Ms. Bowman is waiting on word for the

August one to be held in East Bethel. She said the others planned are October/Columbia Heights, November/Fridley, and December/Ham Lake. Ms. Bowman said she will keep the members informed.

- **Pumpkin Smash.** Ms. Bowman reminded members that at the March meeting this item was tabled because there was not a quorum. She said she talked with a representative from Anoka Halloween and staff from the Parks Department, who suggested that the WRRB consider switching the date of the Pumpkin Smash to earlier in the week. She said they felt November 7th was too long after Halloween for people to hold onto their pumpkins for composting. Ms. Bowman said she agreed with them and would prefer to hold the event on the afternoon of Sunday, November 1 or the evening of Monday, November 2. She added that an evening event would work as well since Rick Sorenson Park has field lights. Ms. Bowman said that she didn't know the state of Anoka Halloween activities due to COVID-19, but feels that the Pumpkin Smash can occur because there would be social distancing. She said due to safety concerns, she wasn't sure if refreshments could be provided.

Chair Hain noting this was Anoka Halloween's 100th year anniversary, suggested prizes be awarded to the person smashing the 100th, 200th, and 300th pumpkin.

Member Violet suggested this item be tabled to allow people to think about a date and details since there is still time before planning begins. Ms. Bowman said she would add it to the July meeting agenda.

Annual Report to City Council. Chair Hain said she is available to attend and present the report to the Council at its Monday, September 21st meeting noting that would be just before the fall recycling event. Ms. Bowman said that would be an ideal date and said she would prepare the PowerPoint presentation.

Organized Solid Waste Collection Update. Ms. Bowman provided an update noting that the City Council discussed this topic at its April 27th worksession. At that meeting it was determined that a question would be formed for the 2022 election allowing the public to decide via vote. Ms. Bowman said city staff is seeking one member of the WRRB to participate on a subcommittee which will consist of city staff, a councilmember, and others who will conduct research and participate in meeting to help with compiling information to distribute to the public prior to the 2022 election. Ms. Bowman said the subcommittee meetings would not be a significant time commitment. Member Violet said she would like to be a member of the subcommittee. Ms. Bowman thanked her and said she would keep her informed as information arises.

Marketing Materials Update. Ms. Bowman said as a follow-up to the discussion at the last meeting, she will place an order for 250 posters unless members have an alternative suggestion. Member Grinde said that it might be wise to hold off on ordering the Republic Services posters and go with a poster from Anoka County due to the March 31, 2021 contract expiration with Republic Services and the initiation of the Request for Proposals. Ms. Bowman said she would review both posters. She also inquired if the members still wanted a utility bill insert to be mailed. She said this would go to all residents. Members agreed it was okay to send out the utility bill insert.

Joint Meeting with Park Board Update. Ms. Bowman said this meeting has been canceled and she did not know when or if it would be rescheduled. She said members should consider topics of interest and bring ideas to the July meeting.

Ms. Bowman said that initially the two groups were going to meet to discuss the recycling in the parks program and other things such as the book exchange and the potential for additional joint efforts. Ms. Bowman said the WRRB took the initiative to implement recycling into city parks a few years ago, which is mandated by the state. Member Violet said that the goal was to use SCORE funds to help the Park Board get started on the program. Ms. Bowman said while the WRRB was able to accomplish that, it was not in the position to monitor nor manage the program in the parks. Member Grinde

inquired if the containers were the ones with the holes in the top. Ms. Bowman said yes and that they were problematic in that they collected rain water. She said she and Lisa LaCasse are looking into new containers for the parks. Member Dergantz asked if there are currently recycling containers in the city parks. Ms. Bowman said there were not because contamination had gotten out of control.

Ms. Bowman said if there are any topics members wish to discuss with the Park Board, please share them at the July meeting and she will work with staff to see if a future joint meeting is feasible.

Subcommittee Reports.

- **Multi-Family** – Member Grinde said she visited Dellwood Estates and while their recycling was overflowing, she said it still appeared to be fairly clean and a significant improvement since their initial visit with the staff. Ms. Bowman said that the industry overall is seeing overflow with both recycling and garbage because more people are home during COVID-19. Ms. Bowman suggested the subcommittee members meet with her to discuss their next steps. She said she would arrange a meeting.
- **Organics** – Member Dergantz said she prepared the second education article for the next RAW newsletter and explained that the article addresses how she does her own organics recycling at home. Member Grinde asked if that could be shared with the members. Ms. Bowman said she would send it to the members.
- **Crayola ColorCycle Program** – VC Knappek reminded members that at an earlier meeting it was questioned if Anoka County works with the schools to collect/promote the marker recycling program. Ms. Bowman said she would contact county staff to see if they are involved with that program at the schools or if they are encouraging schools to use the program.

Ms. Bowman suggested the collection could be held at our fall event. Members Grinde and Violet agreed with that and Member Violet suggested we determine how to get information to students beforehand. VC Knappek inquired if there is still an option to hold a collection at City Hall. Ms. Bowman said that could be arranged, much like the holiday lights collection.

Member Dergantz suggested local businesses also be informed of any collections. Ms. Bowman said if/when the program is up and running, she will reach out to the Anoka Area Chamber of Commerce and request information be placed in their newsletter and/or Monday Morning Emails.

VC Knappek said she would prepare an article for the upcoming RAW newsletter.

- **Anoka Halloween** – Member Violet said there is nothing new to report.

NEW BUSINESS

RAW Newsletter – August/September Edition. Ms. Bowman said that the schedule for the next edition is set for August/September, however, she said it might be timely to have one come out at the end of July instead to cover the end of summer and all of fall, since the final one of the year doesn't come out until December. Members agreed. Ms. Bowman said she would inquire with the design company if this would be possible. If so, she said she would plan accordingly. This edition would include the organics article Member Dergantz referred to during her update about organics. She provided some tip examples that Chair Hain had provided. Member Violet said it would be timely to include Chair Hain's suggestion of "Plastic or rubber gloves and masks are not recyclable – please place them in the trash". For "Put newspaper under mulch to prevent weeds from growing," Member Dergantz added "cardboard". Member Call suggested "Leave rhubarb leaves in your garden for mulch."

Request for Proposals. Ms. Bowman reminded the members that the residential recycling contract with Republic Services expires on March 31, 2021. Because of that, she requested members discuss a timeline for the RFP. She said an example RFP and the current contract were included in the packet and asked the members to review both over the next month and come back with suggestions for a new RFP.

Member Grinde encouraged the members to retain these documents for future use to eliminate the need for additional printed copies.

After discussion the following timeline was determined:

1. July meeting – draft RFP
2. August meeting – finalize RFP
3. Early September – distribute RFP
4. End of September – clarifications/questions answered
5. October – Proposals due
6. November – choose hauler for new contract
7. December – present recommendation to Council for approval.
8. December – award contract
9. If new vendor is awarded the contract, begin discussion and process of cart collection/distribution and marketing initiatives.

COMMUNICATIONS

2020 Meetings & Activities Schedule. Ms. Bowman said the meeting and activities schedule was updated to reflect any changes. She said that because of COVID-19 and all of the cancelations of meetings and events, she assured the members not to be concerned with meeting their required participation levels this year. She said she would like to meet in July, August and December, noting that oftentimes some of those meetings are canceled because of recycling events and activities. She said the members could consider canceling the November meeting since it falls on Veterans Day, or to change it to November 18th. Member Violet suggested this decision be made at a future meeting based on agenda items.

Ms. Bowman said that Chair Hain had requested a listing of special events going on in the city. Ms. Bowman provided a list with the packet, but stressed that details of any of the events are subject to change due to COVID-19.

General Recycling Questions. Member Call inquired if residents can recycle all numbered plastics at the curb. Ms. Bowman said that haulers are only accepting numbers 1, 2, & 5. VC Knappek said there is confusion in that because some items are marked with those numbers, but are not recyclable – an example is black food trays. She also questioned yogurt containers noting that they are advertised in our marketing pieces, but that not all of them are recyclable. Ms. Bowman said that the education is the difficult part of all of this and that not every single item can be addressed.

ADJOURNMENT The meeting adjourned at 6:27 p.m. on a MOTION by Chair Hain and SECONDED by Member Call. All in favor; MOTION CARRIED.