

**DRAFT MINUTES OF A REGULAR MEETING OF  
HAMILTON COUNTY RECYCLING AND SOLID WASTE DISTRICT  
POLICY COMMITTEE**

**DATE:** March 15, 2018

**TIME:** 1:30 p.m.

**PLACE:** Hamilton County Department of Environmental Services  
250 William Howard Taft Road - First Floor  
Cincinnati, Ohio 45219

**PRESENT:** **Policy Committee Members**  
Elizabeth Bruggeman, General Interest Member  
Tim Ingram, Hamilton County Public Health Representative  
Jeff Luehrmann, Generator Representative  
Sue Magness, Largest Municipality Representative  
Isabella Mazza, Student Representative  
Todd Portune, Hamilton County Commissioner, Chair  
Raj Rajagopal, Township Representative  
Larry Riddle, Rumpke  
Tom Turchiano, Public Member

**Staff**

Michelle Balz, Assistant Solid Waste Manager  
Holly Christmann, Director  
Ali Khodadad, Operations Coordinator  
Jenny Lohmann, Program Specialist  
Brad Miller, Assistant Director  
Cher Mohring, Program Specialist  
Susan Schumacher, Assistant Solid Waste Specialist, Clerk  
Mary Sticklen, Business Specialist

**Others in Attendance**

Lisa Anderson, Hamilton County Budget Office  
Chuck DeJonckheere, Hamilton County Public Health  
Nee Fong Chin, Hamilton County Prosecutor's Office  
Katie Evans, Best Way Disposal  
Dean Ferrier, Rumpke  
Greg Kesterman, Hamilton County Public Health

**1. CALL TO ORDER**

Mr. Ingram called the meeting to order at 1:33 p.m. and introduced himself as Vice-Chair. Mr. Ingram stated that Commissioner Portune would arrive momentarily.

**2. CLERK'S REPORT**

**A. Approval of Minutes – January 18, 2018 Policy Committee Meeting**

Mr. Ingram asked for a motion to approve the minutes. Mr. Turchiano moved to approve the minutes. Ms. Magness seconded. All were in favor and the motion was approved.

**B. Additions to the Agenda**

There were no additions to the agenda.

**3. DISTRICT REVENUE UPDATES/ANALYSIS**

Ms. Christmann stated that Attachment B included two sets of revenue reports. One was year-to-date comparing 2017 to 2016 revenue. For 2017, revenue was approximately \$2.9 million compared to roughly \$2.6 million in 2016.

Ms. Christmann stated that the bulk of the increases started happening in September, 2017 when Rumpke had special projects going on and some of the Montgomery County waste was going to Rumpke's landfill in Colerain Township. This was more revenue than had been projected; the 2017 projection was \$2.6 million.

Mr. Riddle stated that Rumpke was awarded the contract for the continuation of the Montgomery County waste and that will continue on through this year. Ms. Christmann stated that this starts in August. Mr. Riddle stated that it will start in August with more waste but Rumpke is still continuing to bring some Montgomery County waste to Rumpke.

Ms. Christmann stated that the staff will be adjusting the 2018 revenue projections based on this information.

Ms. Magness asked if the \$300,000 increase affected the three budget scenarios that were presented in the Plan and if there was going to be a surplus. Ms. Christmann stated that she was going to suggest, for the May meeting, doing a presentation on the financial picture of the District as an update.

**4. PROGRAM UPDATES**

**A. Presentation – Waste Reduction Assistance for the Commercial Sector**

Ms. Christmann stated at the last meeting, the Committee requested a presentation on the assistance staff provides to the commercial sector which is the non-manufacturing business sector and institutions. The recently approved Plan puts more emphasis on the commercial sector because of the three sectors the District tracks (residential, commercial, and industrial), the commercial sector makes up the largest sector that is sending waste to landfill.

Ms. Christmann introduced Ms. Balz and stated that she would be doing a brief presentation to show the Committee what staff is doing and how additional assistance will be provided to this very big and very diverse sector.

Ms. Balz gave a brief presentation on the "Let's Stop Waste" program which is staff's initiative to reduce waste and increase or initiate recycling in the commercial sector. Ms. Balz stated the term "commercial sector" is anyone who is not in a residence that is covered by a city's curbside program and gave examples. Ms. Balz stated Ms. Lohmann, Ms. Mohring, and Ms. Sticklen were responsible for specific sectors for the District technical assistance and explained what services the District offered.

Ms. Balz stated that although the Let's Stop Waste is a new rebranding and initiative for staff, the District has offered technical assistance for many years and stated that staff, over the past five years, has helped 420 organizations start or improve their recycling program or implement waste reduction practices. The District offers technical assistance through the four different programs; Multi-Family, Schools, Bars and Restaurants, and Offices.

Ms. Balz stated that 2017 is much lower because for a third of the year the main technical assistance person resigned.

Ms. Balz stated that for 2018, the District's goal is to work with 100 facilities and reach 10,000 which is a very ambitious goal and staff has put together some ideas of how to achieve that goal. A new webpage will be

launched soon, networking, presentations, word of mouth, articles in City Beat and the Business Courier, and paid advertising through social media.

A brief questions/answer session ensued.

Mr. Portune apologized for his delay and stated that in looking at the revenue it looks as though the District is in a position to consider adding to the agenda in ways that support programmatic initiatives (not outside of the approved Plan), is this something we might want to consider or not given the strong revenue reports and encouraged the Committee to think in that same way.

**B. Update of Residential Recycling Campaign**

Ms. Christmann stated that in the approved 2018 budget \$100,000 is allocated to develop a residential recycling campaign.

Ms. Christmann stated that the goal of this campaign is to increase recycling by 10% in the targeted communities which are those communities whose residents have access to curbside recycling at no additional charge and also whose average pounds recycled per household is lower than the National average.

Ms. Christmann stated that this includes about 56,000 households that and includes some neighborhoods within the City of Cincinnati and communities outside the City.

Ms. Christmann stated that the campaign is scheduled to start in mid-April and run through June. The majority of the budget will be spent on a direct mail which includes a magnet.

Ms. Christmann stated that the District is contracting with a Drive Media House who is going to produce two videos about recycling. There will be "stills" on the direct mail piece; the videos will be in movie theaters, Youtube, social media, and Local 12 with this ad. Mr. Rajagopal suggested putting the video's on Waycross Media.

Ms. Christmann stated that Ms. Balz is going to work with the targeted communities to have them leverage the message to and get it out in other ways to their residents as well.

A brief question/answer session ensued.

**C. Program Trends**

Ms. Christmann stated that Attachment C showed the five year trend for many of the District's programs and their performance.

Ms. Christmann reiterated that some of the business programs reduced in 2017 due to an employee resigning.

A brief question/answer session ensued.

A brief discussion ensued regarding the Sheriff's clean-up program.

**5. INFORMATIONAL ITEMS**

**A. Waste Generator and General Interest Representatives**

Ms. Christmann stated that Mr. Luehrmann's term is up for the waste generator representative. The District received four applications; three of which met the criteria.

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Ms. Christmann stated that Ms. Magness has offered to help vet those applications. It was announced today that applications are being accepted for the general interest member.

A brief discussion ensued.

**B. 2017 Performance Measures**

This item was accepted as presented.

**C. Yard Trimmings Drop-Off Sites**

Mr. Portune stated that the yard trimmings sites are opening on March 24. Mr. Portune stated that that the locations were: Anderson Township (3295 Turpin Lane), Green Township (Kuliga Park), and Colerain Township (Rumpke Landfill). Sites are open Saturdays and Sundays 11:30 a.m. 5:00 p.m. The Anderson Township location is also open during the week from 7:30 a.m. – 5:00 p.m.

A brief discussion ensued.

**6. TENTATIVE FUTURE AGENDA ITEMS**

- District Financial Update.
- Best Practice ideas for plastic bags.

**7. POLICY COMMITTEE MEMBERS' COMMENTS**

Ms. Magness asked how the District could help with single use plastic bag usage and briefly discussed a ban or fee county-wide as in other area of the country. Mr. Portune stated that Counties do not have the authority to do something like that. Mr. Ingram suggested sponsoring a contest for High School students' most creative reuse for plastic bags and a brief discussion ensued about ways to reduce plastic bags.

Ms. Christmann wanted to thank the waste hauling companies for doing a phenomenal job during the recent clean-up after the flooding. Mr. Riddle gave kudos to Ohio EPA Southwest District Office for moving so quickly on approving Rumpke's daily tonnage limit permit.

Mr. Ingram suggested having languages other than English available as PDF's on websites, etc. so that these people know what to do during a disaster situation due to the county growing in diversity.

Mr. Portune stated that it was a pleasure, a privilege and an honor on behalf of the people of Hamilton County, Board of County Commissioners, the members of the Policy Board of the Recycling and Solid Waste District and staff to thank Mr. Luehrmann for his service from 2014 – 2018 as the waste generator representative. Mr. Portune stated that as he presented Mr. Luehrmann with a certificate of appreciation. Mr. Luehrmann stated that it has been an honor serving on the Committee.

**8. PUBLIC COMMENTS**

There were no public comments at this time.

**9. UPCOMING DISTRICT MEETINGS**

The next Hamilton County Recycling and Solid Waste Policy Committee meeting will be held on Thursday, May 17, 2018. The meeting will begin at 1:30 p.m. at Hamilton County Department of Environmental Services located at 250 William Howard Taft Road - First Floor, Cincinnati, Ohio 45219.

**10. ADJOURNMENT**

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The meeting was adjourned by acclamation at 2:54 p.m.

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### 2018 Tipping Fee Receipts

<b>*Rumpke '18</b>	In District	Out of District	Out of State		Total Tonnage	Total Dollars		Quarterly Tons	Quarterly \$\$
Jan	0.00	0.00	0.00		0.00	\$0.00			
Feb	0.00	0.00	0.00		0.00	\$0.00			
Mar	0.00	0.00	0.00		0.00	\$0.00		0.00	\$0.00
Apr					0.00	\$0.00			
May					0.00	\$0.00			
Jun					0.00	\$0.00		0.00	\$0.00
Jul					0.00	\$0.00			
Aug					0.00	\$0.00			
Sep					0.00	\$0.00		0.00	\$0.00
Oct					0.00	\$0.00			
Nov					0.00	\$0.00			
Dec					0.00	\$0.00		0.00	\$0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>
<b>*Bond Road Landfill</b>									
<b>Rumpke '18</b>	In District	Out of District	Out of State		Total Tonnage	Total Dollars		Quarterly Tons	Quarterly \$\$
Jan	73,091.71	78,972.47	7,463.65		159,527.83	\$238,500.30			
Feb	76,961.07	76,712.99	6,753.78		160,427.84	\$237,140.83			
Mar	77,487.74	82,991.55	7,766.29		168,245.58	\$251,237.13		488,201.25	\$726,878.26
Apr					0.00	\$0.00			
May					0.00	\$0.00			
Jun					0.00	\$0.00		0.00	\$0.00
Jul					0.00	\$0.00			
Aug					0.00	\$0.00			
Sep					0.00	\$0.00		0.00	\$0.00
Oct					0.00	\$0.00			
Nov					0.00	\$0.00			
Dec					0.00	\$0.00		0.00	\$0.00
<b>Total</b>	<b>227,540.52</b>	<b>238,677.01</b>	<b>21,983.72</b>		<b>488,201.25</b>	<b>\$726,878.26</b>		<b>488,201.25</b>	<b>\$726,878.26</b>
<b>Grand Ttl</b>	<b>227,540.52</b>	<b>238,677.01</b>	<b>21,983.72</b>		<b>488,201.25</b>	<b>\$726,878.26</b>		<b>488,201.25</b>	<b>\$726,878.26</b>
<b>% of Total</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>						
<i>tonnage</i>	46.61%	48.89%	4.50%						
<i>dollars</i>	31.30%	65.67%	3.02%						

### 2017 Tipping Fee Receipts

<b>*Rumpke '17</b>	In District	Out of District	Out of State		Total Tonnage	Total Dollars		Quarterly Tons	Quarterly \$\$
Jan	0.00	0.00	0.00		0.00	\$0.00			
Feb	0.00	0.00	0.00		0.00	\$0.00			
Mar	0.00	0.00	0.00		0.00	\$0.00		0.00	\$0.00
Apr					0.00	\$0.00			
May					0.00	\$0.00			
Jun					0.00	\$0.00		0.00	\$0.00
Jul					0.00	\$0.00			
Aug					0.00	\$0.00			
Sep					0.00	\$0.00		0.00	\$0.00
Oct					0.00	\$0.00			
Nov					0.00	\$0.00			
Dec					0.00	\$0.00		0.00	\$0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>
<b>*Bond Road Landfill</b>									
<b>Rumpke '17</b>	In District	Out of District	Out of State		Total Tonnage	Total Dollars		Quarterly Tons	Quarterly \$\$
Jan	65,427.01	69,891.01	7,679.38		142,997.40	\$212,888.41			
Feb	58,561.80	66,241.67	6,521.70		131,325.17	\$197,566.84			
Mar	69,389.43	73,867.67	8,192.84		151,449.94	\$225,317.61		425,772.51	\$635,772.86
Apr					0.00	\$0.00			
May					0.00	\$0.00			
Jun					0.00	\$0.00		0.00	\$0.00
Jul					0.00	\$0.00			
Aug					0.00	\$0.00			
Sep					0.00	\$0.00		0.00	\$0.00
Oct					0.00	\$0.00			
Nov					0.00	\$0.00			
Dec					0.00	\$0.00		0.00	\$0.00
<b>Total</b>	<b>193,378.24</b>	<b>210,000.35</b>	<b>22,393.92</b>		<b>425,772.51</b>	<b>\$635,772.86</b>		<b>425,772.51</b>	<b>\$635,772.86</b>
<b>Grand Ttl</b>	<b>193,378.24</b>	<b>210,000.35</b>	<b>22,393.92</b>		<b>425,772.51</b>	<b>\$635,772.86</b>		<b>425,772.51</b>	<b>\$635,772.86</b>
<b>% of Total</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>						
<b>tonnage</b>	45.42%	49.32%	5.26%						
<b>dollars</b>	30.42%	66.06%	3.52%						

## 2018 First Quarter Performance Measures

Program	Performance Measure	1st Quarter Results	Year to Date Results
<b>Direct Service Programs</b>			
Yard Trimmings Drop-off	Drop-off visits 24,500	Drop-off visits 231	Drop-off visits 231
	Tons diverted from landfill 2,700	Tons diverted from landfill 9	Tons diverted from landfill 9
Household Hazardous Waste Drop-Off Program	One-day event 1,500	One-day event 0	One-day event 0
	Semi-permanent 6,000	Semi-permanent 0	Semi-permanent 0
Tire Clean-ups (KCB and OEPA grants)	Tires collected 7,000	Tires collected 540	Tires collected 540
	Participating communities 23	Participating communities 2	Participating communities 2
Public Recycling	Events using District containers 110	Events using District containers 15	Events using District containers 15
	Residents reached 150,000	Residents reached 4,700	Residents reached 4,700
Illegal Dumping Enforcement Program	Citations	Citations 0	Citations 0
	Investigations	Investigations 0	Investigations 0
	Inspections	Inspections 0	Inspections 0
<b>Grant Programs</b>			
Residential Recycling Incentive	Provide funding to communities based on tons recycled.	1,977.31 ton increase comparing 2017 and 2016 0	0
Market Development Grants	Tons of manufacturing capacity added	Tons of manufacturing capacity added 0	Tons of manufacturing capacity added 0
	Grants submitted 1	Grants submitted 2	Grants submitted 2
<b>Technical Assistance</b>			
General Technical Assistance	Website inquiries 225	Website inquiries 60	Website inquiries 60
	Hotline calls received 4,500	Hotline calls received 872	Hotline calls received 872
Let's Stop Waste	Facilities Assisted 100	Total Facilities Assisted 31	Total Facilities Assisted 31
		Schools 12	Schools 12
		Office/Retail/Institutions 17	Office/Retail/Institutions 17
		Bars/Restaurants 1	Bars/Restaurants 1
		Multi-Families 1	Multi-Families 1
	People Reached 10,000	People Reached 6,075	People Reached 6,075

## 2018 First Quarter Performance Measures

Program	Performance Measure	1st Quarter Results	Year to Date Results
<b>Outreach and Awareness</b>			
General Public Outreach and Marketing	Social media followers 10,000	Social media followers 4,313	Social media followers 4,313
	Compost blog page views 85,000	Compost blog page views 20,255	Compost blog page views 20,255
	Media clips 180	Media clips 9	Media clips 9
Website (unique page views)	Overall visitors to website 190,000	Overall visitors to website 63,558	Overall visitors to website 63,558
	Reuse and Recycling outlets 23,400	Reuse and Recycling Outlets 6,803	Reuse and Recycling Outlets 6,803
	HHW (TAKE and our site) 12,000	HHW (TAKE and our site) 2,633	HHW (TAKE and our site) 2,633
	Battery	Battery 3,407	Battery 3,407
	Electronics 1,500	Electronics 4,601	Electronics 4,601
Residential Recycling Campaign	Residential tons recycled increase	Residential tons increase 0	Residential tons recycled increase 0
	Lbs/household recycling (3 mo) 76	Llbs/household recycling (3 mo) 0	Llbs/household recycling (3 mo) 0
	Total tons recycled target area 2,200	Total tons recycled target area 0	Total tons recycled target area 0
Save the Food Campaign	Exposure (media impressions) 0	Exposure (media impressions) 0	Exposure (media impressions) 0
	Engagement (website) 0	Engagement (website) 0	Engagement (website) 0
	Engagement (Facebook) 0	Engagement (Facebook) 0	Engagement (Facebook) 0
Public Events	Residents reached 500	Residents reached 594	Residents reached 594
	Events attended 6	Events attended 3	Events attended 3
General Presentations	Number of presentations 10	Number of presentations 2	Number of presentations 2
Target Communities	Target communities assisted 2	Target communities assisted 1	Target communities assisted 1
School Based Programs	Assemblies and classroom 110	Assemblies and classroom 30	Assemblies and classroom 30
	Field trips 25	Field trips 3	Field trips 3
	Special events 3	Special Events 3	Special Events 3
	Students and adults reached 10,000	Students and adults reached 2,029	Students and adults reached 2,029
Adult Seminars	Residents reached 500	Residents reached 189	Residents reached 189
	Workshops 10	Workshops 9	Workshops 9
Information Emails	Residents opening email 9,000	Residents opening email 13,135	Residents opening email 13,135

## 2018 First Quarter Performance Measures

Program	Performance Measure	1st Quarter Results	Year to Date Results
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### Data Management/Reporting

OEPA Annual District Report	Submit complete report to OEPA	0	
	Response rate for commercial recycling survey	Response rate for commercial recycling survey	Response rate for commercial recycling survey 0

### Newsletters

WasteNot	Government officials reached 800	Government officials reached 0	Government officials reached 0
Spencer's	Teachers reached 650	Teachers reached 794	Teachers reached 794
In the Green	Subscribers reached 500	Subscribers reached 503	Subscribers reached 503

### Regional and State Leadership

State Recycling Goals	Provide input		
Regional solid waste meetings	Meetings organized and attended 2	Meetings organized and attended 1	Meetings organized and attended 1
Green Umbrella	Participate in appropriate GU action teams	Participated in waste and local food action team meetings. 0	0