

Meeting Minutes
Buffalo-Johnson County Recycling Center Joint Powers Board
September 12, 2016, 5:15 pm, Recycling Center

Call to Order: Bill at 5:15 pm

Board Members Present: Chairman Bill Ostheimer; Vice-Chairman Julia Bettinger, Secretary Dean Knauer, Member Phil Gonzales. Treasurer Marv Majerus and Forman Don Verger were excused.

Visitors: None

Review and approval of Agenda: Phil motioned to accept the agenda, Julia seconded, motion passed.

Review and approval of August 8, 2016 Minutes: Phil motioned to accept the minutes, Julia seconded, motion passed.

Submittal of bills, review and approval for payment as needed: Not required

Review and approval of the August 2016 Treasurer's Report: There was no Treasurer's Report to review.

Foreman's Report: No report available.

New Business:

1. Policies and Standard Operating Procedures. (see first email below with a list). Bill. Memo in progress.
2. Suggestion to highlight/publicize good recycling practices being done at local schools. Will work on this.
3. City/County meetings to be set up for November.

Old Business:

1. Smoke /Vape free signs for Center and vehicles. Julia
Signs will be made for the outside of the Center and the vehicles.
2. August 18 webinar "How Recycling got it's Groove Back: Turning up the Quality". Phil
Nobody got to watch this.
3. We were charged double for a load. Also charged for "bad" gaylords. Don
We received money for the double charged load, but we may not get reimbursed for the "bad" gaylords.
4. LDCD is working on linking our County web page to their web page.
This has been completed.
5. List of safety items to be addressed. (See list below)
6. Review and update Jobs to be Done List. (See List below)

Other Business:

1. Current materials pricing from Interwest Paper, Inc. (see below)
2. August Market Report, Sage Recycling (see below).

Next Meeting (date, place and time): Recycle Center, October 10, 2016 at 5:15 pm

Meeting Adjourned: 6:15 pm

Minutes submitted by and date: Secretary Dean Knauer, September 16, 2016

LIST OF JOBS TO BE DONE

Commissioners Hicks and Greenough believe the time is right for the board to start planning to bring a permanent district to the ballot in the next few years to help finance solid waste and recycle efforts in Buffalo and Kaycee. Need further information (strategy or plan) before discussion can commence.

Purchase a scale when needed and affordable.

Funding sources for the Recycling Center?

Drainage ditch (Snider 4 Ditch) abandonment and landscaping around the Center?

Phil working with Les Hook and others to straighten out water rights and get this ditch abandoned.

Get Rocky Mountain Power monthly charge for electricity connection of \$160 removed from monthly bill.

Recycle Center Security plan.

Write Board by-laws.

Update County Web Site and advertise that the Center is accepting white office paper when the new window is installed and we are set up to accept paper.

Follow-up on outreach opportunities with radio stations and Buffalo Bulletin.

Punch list of building and grounds construction items to be addressed and other needs:

Lot drainage problems:

Earth settlement around the building. Keep filling with rotomill.

Linking County website to LDCD website.

Eco-Friendly Community Initiative (Chamber of Commerce)

Buy and install a canopy over the concrete ramp, primarily to keep snow and ice from preventing the use of the fork lift used to load products into trailers.

Grant possibility (Hawthorn Foundation)

Buffalo Follow-up Community Assessment, May 2011 (Curb side pickup of recyclables).

LIST OF SAFETY ITEMS TO BE ADDRESSED

1. Employees should attend general safety training.
2. Continue holding monthly safety meetings and document.
3. Preventive Maintenance Vehicle Inspection Report Form program to be started.
4. Employees are responsible to instruct visitors to stand clear of bailers and other equipment.

REMINDER LIST

1. Monthly: Hold monthly safety meetings with all staff in attendance and document.
2. Yearly: Join the Wyoming Solid Waste and Recycling Association and send someone to the yearly meeting.
3. Jan Meeting: Election of officers, determine where to do banking business and advertising.
4. Dec-Jan 2017: 1 percent funding request due unless changed.
5. Get fire extinguishers checked January.
6. March: Coordinate with the City and County regarding recycling options during the Johnson County cleanup days during May.
7. March 2015: Set up a coordination meeting with LDCD. Zach said he would order recycling bins for public sale. June 3, 2017 is the next Hazardous Waste Day.
8. April: Update the Recycling Board webpage on the County webpage.
9. June: Pay scale will be evaluated each June to determine raises and cost of living increases. Increases will be effective July 1.
10. June: Plan to enter the Johnson County Fair parade to provide plastic water bottle, etc pickup.
11. July: Recertify employees on forklift (Anderson Forklift).
12. July: Have forklift inspected and serviced (Anderson Forklift).

Board Appointment Year Information Members are Appointed for 3 Year Terms

Julia Bettinger, City, 2015

Marv Majerus, County, 2015

Dean Knauer, Joint City and County, 2016

Bill Ostheimer, City, 2014

Phil Gonzales, County, 2014

From: Bostheimer@juno.com

Sent: Tuesday, August 09, 2016 10:02 PM

To: [Dean Knauer](#)

Cc: [Jim Hicks](#) ; [Marv Majerus](#) ; [Phil Gonzales](#) ; [Julia Bettinger](#) ; [Don Verger](#)

Subject: Re: Recycling Board Agenda - August 8, 2016 and July 11, 2016 Minutes

Don;

The Board thought it a good idea to have our policies written and available to you at the center. The first two stem from board member observations in recent weeks, were discussed and approved at our meeting yesterday.

We would like your input on what other policies and standard operating procedures we need to document.

Board: please add to this.

1. There is No Smoking on Recycle Center property.
2. Recycle center trucks are only used to get materials and run routes. No non-employee riders.
3. Only certified drivers operate the fork lift.
4. Foreman can purchase needed items up to ?.dollars without board approval.
5. Foreman has discretion to change vendors without board approval.

Thanks, Bill

From: Brian Heuer [mailto:brian@sagerecycling.com]

Sent: Tuesday, August 09, 2016 7:56 PM

Subject: August Market Report

All,

Short supply of OCC and paper in both domestic and International markets has resulted in some nice price increases in August. We have not seen these prices for several years. China is aggressively buying OCC and other paper grades and everyone who has tons is exporting which is putting pressure on domestic mills to increase their pricing as well. On the down side, most see this as a temporary bump and believe we are going to see a market correction in Sept and Oct as a couple mills overseas take their annual downtime during these months creating a glut of inventory

SOP and MP markets are also rebounding and there is strong demand for both paper grades

Steel Cans have taken a step back recently and the latest prices we have seen have been in the \$70-\$80 range delivered to the mill. Aluminum has risen nicely in the past 2 weeks and will hopefully continue this upward trend.

Plastics have also made some headway over the last few months. HDPE prices remain strong. PET seems to be rebounding slowly. I have been able to sell some limited loads of 1-7 and 1's and 2's but prices are very weak. Here are some of the most recent PPI numbers:

August PPI

OCC SW: \$110

OCC PNW: \$105

ONP SW: \$90

ONP PNW: \$85

SOP SW: \$155

SOP PNW: \$145

MP SW: \$85

MP PNW: \$80

Please let me know if you have any questions or if you would like FOB pricing for your material this month. Thank you all for your business

Brian Heuer

Sage Recycling / WYCO Recycling

Cell: (406) 546-4581

Efax: 1-(720) 302 - 1455

www.sagerecycling.com

www.wycorecycling.com



August 9th, 2016

Buffalo Recycling Center
550 Butte Street
Buffalo, WY

1-307-217-0320

Below is current pricing on all materials from your facility for the month, please let me know if you have any questions on any materials or logistics. I will show the freight rates, as you may have a preferred carrier we can use.

Mill Direct

OCC Corrugated Loads: **\$145.00 per ton**

Van Trailer Freight Rate – Per Load (Delivered to Long Beach CA) **-\$1800.00 per load**

Mixed Recycling Loads:

Van Trailer Freight Rate – Per Load (Delivered to SLC, UT) **-\$1200.00 per load**

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|-------------------------------------|-------------------------|
| Baled ONP Newspaper | \$80.00 per ton |
| Baled OP – Office Paper | \$100.00 per ton |
| Baled OP2- Office Paper | \$45.00 per ton |
| Loose OP – Office Paper | \$70.00 per ton |
| Baled Mixed Paper | \$50.00 per ton |
| Loose Mixed Paper | \$40.00 per ton |
| Loose Books | \$20.00 per ton |
| Baled PET #1 Plastic (Bottles Only) | \$0.03 per lb |
| Baled PET #1 Plastic w/ Clamshells | \$0.00 per lb |
| Baled HDPE #2 Natural / Color Mix | \$0.09 per lb |
| Baled Mixed #3-7 Plastic | -\$0.025 per lb |
| Loose Purge EPS / EPE Mixed | TBD |
| Baled UBC Aluminum Cans | \$0.45 per lb |
| Loose - Steel Cans / Steel | \$0.02 per lb |
| Gaylords Sorted Glass | \$10.00 per ton |

Thank you for allowing me the opportunity to provide services to your location. Please do not hesitate to call with any questions.

Thank you,



Beau Peck

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