

**Meeting Minutes**  
**Buffalo-Johnson County Recycling Center Joint Powers Board**  
**September 9, 2019, 5:15 pm, Recycling Center**

**Call to Order:** 5:15 pm by Bill

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

**Visitors:** Mara Abbott (Buffalo Bulletin), Bob Fox and Dave Iverson (Solid Waste District), Dan Hart (City Council)

**Review and approval of Agenda:** Phil moved to approve the agenda, Bill seconded, motion passed.

**Review and approval of August 12, 2019 minutes including the July 2019 Treasurer's Report:** Phil moved to approve the minutes, Bill seconded, motion passed.

**Treasurer's Report, August 2019 for Discussion:** Copies given to Board Members. See attachments below.

**Foreman's Report:** Update on Wyoming Solid Waste and Recycling Association Annual Meeting in Sheridan.

Good article on PBS titled: Why Your Recyclables May Have No Place to Go. New product buyer found: Bo Peck, Interwest Paper. They will take magazines with mixed paper. They suggested getting a better quality cardboard bale by placing paperboard boxes in with the mixed paper.

**New Business:**

1. Salary setting Executive Session to be convened.

Chairman Ostheimer convened an executive session from 6:10 to 6:20 pm to discuss salaries.

2. Market trends and Board strategies to hold or sell products.

Cardboard must be clean; not pizza boxes with food contamination. Clean tops may be acceptable. Sage Recycling sent an email stating that insulators will no longer be accepting magazines mixed in their loads of ONP. (see email below).

Paperboard such as soda boxes and cylinders found inside rolls of toilet paper and paper towels can be placed in the mixed paper window.

3. Center to continue shipping aluminum or transport to Landfill to be recycled? (See email below from Robert Fox).

Don will continue to monitor prices. He may try adding bales to trucks coming through town if not charged freight (see email below).

4. County Recycling Study Group may be convened by the Commissioners to: 1. Look at new recycling methods, 2.

Look at the political/citizen support for recycling, 3. Look at combining Recycling with Solid Waste.

No new information available.

5. Pros and cons of obtaining a horizontal bailer for mixed paper. Worland using their machine?

Worland may entertain an offer to purchase their horizontal bailer. Phil will investigate when he is in the area.

**Old Business:**

1. Copied from Aug. 12, 2019 Minutes: The price offered for cardboard has bottomed out. Bob Fox suggested that cardboard can be ground, mixed with grass clippings and composted at the landfill. Bob Perry suggested that buying a \$35k+ grinder may make sense since the Center takes in at least 1500 lbs of cardboard a day. Question to Board: Does it make more financial and logistical sense to buy a grinder or a horizontal bailer or neither?

Cardboard prices may be coming back in early 2020, so it does not make sense to invest in equipment at this time. Would need to have cardboard that was not contaminated with plastic tape, etc to be composted.

2. Status of Sage Recycling and return of Gaylords and closing the mixed paper window.

Mixed paper window did not need to be closed. Now have extra Gaylords from Interwest.

3. Status of discussion with the Solid Waste District Board, City and County about combining the Recycling Center with the Solid Waste District and how to fund each entity.

No new information at this time.

4. Status of recycling some useable construction materials deposited at the Landfill. Status of revision to the City Construction Permit rules regarding recycling usable waste construction materials. Bob and Dan. No information.

5. Union Congregational Church would like recognize the work of the Recycling Center. Visitors will be Kathleen McPhee (217-1455 and others. Dean is the contact. No updates.

6. Update on Policies and Standard Operating Procedures. Bill. No updates.

7. List of safety items to be addressed. (See list below)

8. Review and update Jobs to be Done List. (See List below)

**Other Information:**

1. Recycled materials to date (see table below)

2. September Market Report from Sage Recycling (see email below)

**Next Meeting (date, place and time):** Recycle Center, October 14, 2019 at 5:15 pm

**Meeting Adjourned:** 6:30 pm

**Minutes submitted by and date:** Secretary Dean Knauer, October 2, 2019

## LIST OF JOBS TO BE DONE

The Board wants digitized records of Secretary's Minutes to be filed with the County, City & the Recycling Center.

Construct/purchase/add additional dry storage building or enlarge existing building to store bales of recycled material and unused Gaylords.

January 2016: 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?

Recycle Center Security plan.

Write Board by-laws.

Update County Web Site yearly or as needed.

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

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. Jan 2019: Work on yearly 1 percent funding request. Due February unless changed.
5. January: Get fire extinguishers checked.
6. March: Coordinate with the City and County regarding recycling options during the Johnson County cleanup days during May.
7. March: Coordinate Hazardous Waste Day with CCCD.
8. April: Update the Recycling Board webpage on the County webpage.
9. May/June: Pay scale will be evaluated each June to determine raises and cost of living increases. Increases will be effective July 1.
10. July: Recertify employees on forklift (Anderson Forklift).
11. July: Have forklift inspected and serviced (Anderson Forklift).

## Board Member Year of Appointment Members are Appointed for 3 Year Terms Appointments Begin February 1 and End January 31

Julia Bettinger, City, 2018

Marv Majerus, County, 2018

Dean Knauer, Joint City and County, 2019

Bill Ostheimer, City, 2017

Phil Gonzales, County, 2017

**From:** [jcswd@collinscom.net](mailto:jcswd@collinscom.net)

**Sent:** Tuesday, August 13, 2019 1:55 PM

**To:** 'Dean Knauer'

**Subject:** Aluminum

Dean,

I spoke with Brandon at Pacific Steel and Recycling in Gillette. He said clean aluminum is bringing \$0.40 per pound. If they come in as requested by you to pickup the whole truck load of aluminum they have to charge trucking. If you do not have to get rid of all of it they come through Buffalo once a week and they will pick up what they can for bales. He said they usually can fit 4 to 5 bales. They would not charge any trucking. They would not re bale it or break the bales apart. This is clean aluminum prices only. I assume the bales are all cans? I hope this helps. It would save money by not having to pay trucking.

Regards, Robert Fox





PO BOX 400  
Buffalo WY 82834

Date	8/30/19	Page	1 of 2
ACCOUNT NUMBER	806862		
ENCLOSURES	19		

1253571

BUFFALO JOHNSON CO RECYCLING JPB  
550 BUTTE ST  
BUFFALO WY 82834

### Checking Account

BUSINESS INTEREST CHECKING		NUMBER OF ENCLOSURES	19
ACCOUNT NUMBER	806862	Statement Dates	8/01/19 thru 8/31/19
PREVIOUS BALANCE	60,428.82	DAYS IN THE STATEMENT PERIOD	31
1 DEPOSITS/CREDITS	62,050.00	AVERAGE LEDGER	113,505
20 CHECKS/DEBITS	13,582.19	AVERAGE COLLECTED	113,505
SERVICE CHARGE	.00	Interest Earned	9.64
INTEREST PAID	9.64	Annual Percentage Yield Earned	0.10%
ENDING BALANCE	108,906.27	2019 Interest Paid	31.89

### ACTIVITY IN DATE ORDER

DATE	DESCRIPTION	AMOUNT	BALANCE
1 8/01	DDA REGULAR DEPOSIT	62,050.00 CR	122,478.82
2 8/01	DDA DEBIT MEMO 4404	410.74-	122,068.08
3 8/01	DDA CHECK # 4406	467.60-	121,600.48
4 8/02	DDA CHECK # 4405	802.76-	120,797.72
5 8/02	DDA CHECK # 4403	1,185.99-	119,611.73
6 8/05	DDA CHECK # 4409	130.80-	119,480.93
7 8/05	DDA CHECK # 4408	161.23-	119,319.70
4 8/05	DDA CHECK # 4402	1,952.77-	117,366.93
4 8/08	USATAXPYMT IRS	2,221.80-	115,145.13
	3387702000 08/08/19		
	ID #-270962043977435		
	TRACE #-061036010003210		
10 8/09	DDA DEBIT MEMO 4407	368.25-	114,776.88
11 8/16	DDA DEBIT MEMO 4412	352.33-	114,424.55
12 8/16	DDA DEBIT MEMO 4415	372.87-	114,051.68
13 8/16	DDA CHECK # 4414	435.74-	113,615.94
14 8/19	DDA CHECK # 4413	377.95-	113,237.99
15 8/19	DDA CHECK # 4411	1,028.07-	112,209.92
16 8/20	Payment Rocky Mtn. Power	91.43-	112,118.49
	1930246090 08/20/19		

DATE	DESCRIPTION	AMOUNT	BALANCE
	CHECK#-4417		
	TRACE #-042000011623213		
17 8/20	DDA CHECK # 4416	87.35-	112,031.14
18 8/20	DDA CHECK # 4410	1,814.24-	110,216.90
19 8/21	DDA CHECK # 4418	47.50-	110,169.40
20 8/26	DDA CHECK # 4420	1,200.00-	108,969.40
8/27	DDA CHECK # 4419	72.77-	108,896.63
21 8/31	INTEREST PAID 31 DAYS	9.64 IN	108,906.27



**Dean Knauer**

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**From:** "Phil Gonzales" <phil@gonzalesmail.com>  
**Date:** Monday, September 09, 2019 1:49 PM  
**To:** "Bill Ostheimer" <bostheimer@juno.com>; "Dean Knauer" <deank@vcn.com>; "Don Verger" <vergerdairyfarm@gmail.com>; "Julia Bettinger" <juliabettinger12@gmail.com>; "Marv Majerus" <marv@hillcrestappraisal.net>  
**Subject:** FW: Spec Change

FYI

*PHIL GONZALES  
333 KLONDIKE DRIVE  
BUFFALO, WYOMING 82834*

*307-684-5920 CELL 307-217-1224*



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**From:** Brian Heuer [mailto:brian@sagerecycling.com]  
**Sent:** Monday, September 09, 2019 11:31 AM  
**Cc:** Beth Heuer  
**Subject:** Spec Change

All,  
We have just been notified that our insulator end users will no longer be accepting Magazines mixed in with their loads of ONP. While this has been an acceptable practice in the past, end users can afford to be more selective due to the glut of inventory on the market. Please let me know if you have any questions.

Brian Heuer  
Sage Recycling  
Cell: (406) 546-4581  
Efax: 1-(720) 302 - 1455  
[www.sagerecycling.com](http://www.sagerecycling.com)



**Dean Knauer**

**From:** "Phil Gonzales" <phil@gonzalesmail.com>  
**Date:** Monday, September 09, 2019 1:49 PM  
**To:** "Bill Ostheimer" <bostheimer@juno.com>; "Dean Knauer" <deank@vcn.com>; "Don Verger" <vergerdairyfarm@gmail.com>; "Julia Bettinger" <juliabettinger12@gmail.com>; "Marv Majerus" <marv@hillcrestappraisal.net>  
**Subject:** FW: September Market Report

fyi

**PHIL GONZALES**  
**333 KLONDIKE DRIVE**  
**BUFFALO, WYOMING 82834**

**307-684-5920 CELL 307-217-1224**



**From:** Brian Heuer [mailto:brian@sagerecycling.com]  
**Sent:** Monday, September 09, 2019 10:28 AM  
**Subject:** September Market Report

Dear Sage Recycling Customers,

Domestic Cardboard prices held in Sept in all markets except in the PNW where OCC prices fell by \$5/ton. Most mill inventories in the SW and PNW remain robust and buyers are only taking material of the highest quality. Annual maintenance shut downs at large mills this month and safety shutdowns at mills in the South due to Hurricane Dorian are likely to cause ripple effects throughout Oct and Nov.

West coast export prices for #11 and #12 fell by as much as \$10/ton losing the gains they made last month. China's slowing economy and looming tariffs have caused them to again pull back from the US market. India is emerging as an important player for US OCC tons however quality specifications for India are still evolving and steady contracts will be delayed until these are ironed out which will hopefully be soon.

Tens of thousands of tons of OCC and Mixed Paper continue to be landfilled throughout the US. Several large MRF's including some owned by WM and Republic closed last month. Processors continue to move away from Single Stream materials and those that are trying to ride it out are doubling and tripling their tipping fees as they try to stay afloat.

Despite all the bad news, we were told by a large national buyer that there are over 3,000,000 new tons of domestic capacity coming on line from several new or un-shuttered mills in the US for OCC and Mixed Paper by the end of Q1 2020. This should help push pricing back up and more importantly, reduce the US dependence on foreign mills over the long term. Regionally, a new OCC/MP mill has been planned for development in UT with an opening set for 2023.

9/9/2019

Mixed Paper and ONP loads continue to move to insulators as their busy season is approaching. Again, quality is key for this material. Prices are low but are actually better than OCC prices in many cases.

Sorted Office Paper dropped another \$5-\$10 in all regions. Mills remain over supplied and have tens of thousands of tons sitting in warehouses with little demand. Allocations for sellers have been hard to come by over the last few months as mills are buying very few loads.

PET pricing dropped in Sept to its lowest point in over a year. Despite the drop, demand remains strong. HDPEN has seen a nice increase recently after hitting a four month low. HDPC remains at its lowest price in over a year but again demand remains strong. We continue to have markets for combined 1's and 2's as well as 1-7's. Prices are decent when factored against sorting costs.

Aluminum and Tin can prices remained at their lowest prices in over a year as well. The last 2 weeks have seen Aluminum drop even more.

Please let us know if you have any market specific questions or need pricing for your commodities. It is important to contact us for market specific pricing prior to requesting trucks. Commodity pricing is no longer strong enough to cover freight for some of our more rural customers resulting in charge backs. We have allocations in place with many mills and are prepared to help you continue to ship your commodities even in these difficult times. Thank you once again for your continued business.

Brian Heuer  
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