



**CITY OF ANOKA
WASTE REDUCTION AND RECYCLING BOARD
MEETING MINUTES – JANUARY 13, 2016**

CALL TO ORDER The meeting was called to order at 5:15 p.m. in the Committee Room of Anoka City Hall.

ROLL CALL Board members present: Vice Chairperson Vicki Violet, Members Tim Aberwald and Cindy Thurston. Absent: Chairperson Marijo Hain and member Jan Call. Staff present: Pam Bowman, Recycling Coordinator. Others present: None.

OATH OF OFFICE: Vice Chairperson Vicki Violet took and signed the Oath of Office. The Oath of Office for Chairperson Marijo Hain was moved to the February meeting; she was not in attendance.

ELECTION OF OFFICERS

Vice Chairperson Violet asked for chairperson nominations. Member Aberwald made a motion to nominate Vicki Violet for chairperson. No other nominations were made. Member Thurston **SECONDED** the nomination. All in favor, **MOTION CARRIED**. Chairperson Violet asked for vice chairperson nominations. Chairperson Violet nominated Member Cindy Thurston. No other nominations were made. Member Aberwald **SECONDED** the nomination. All in favor, **MOTION CARRIED**.

APPROVAL OF NOVEMBER 18, 2015 MEETING MINUTES: The November 18, 2015 meeting minutes were approved on a **MOTION** by Member Thurston and **SECOND** by Member Aberwald. All in favor, **MOTION CARRIED**.

OLD BUSINESS

Approve 2015 Accomplishments & 2016 Goals.

Members reviewed the accomplishments and goals that were discussed at their November meeting. After changing the word enhanced to enriched for one of the accomplishments, a **MOTION** to approve the 2015 Accomplishments and 2016 Goals was made by Member Thurston and **SECOND** by Member Aberwald. All in favor, **MOTION CARRIED**.

Holiday Lights Recycling Report. Ms. Bowman reported that the holiday lights recycling collection was going very well. She said each week the bins in the lobby of City Hall are overflowing and that they are serviced each Tuesday. She also said she brought the holiday lights collection promotional sign to the Holiday in Lights event at the Anoka County Fairgrounds and believes that helped to draw people to City Hall. She said QCTV also prepared a video showing the lights and the sign in the lobby to help with promotion.

Multi-Unit Special Electronics Collection Update. Ms. Bowman said she contacted Tech Dump to set up one or two electronics recycling events at apartment buildings. She said she is waiting for their response and will have an update at the February meeting.

Climb Theatre Report. Vice Chairperson Thurston noted the thank you letter in the packet from Lincoln Elementary School. Ms. Bowman reported that she received great compliments from the teachers and was informed that the students loved the performance and discussed afterwards in their classrooms what they had learned about recycling and waste reduction. Ms. Bowman said Member Call and her had discussed after the performance that although there was still some overacting, it was improved from the last time and the message came through to the kids. Ms. Bowman said she will attempt to connect with Franklin Elementary School to host a performance there in the spring.

Can Collection Cage Report. Ms. Bowman provided a photo to the members showing the amount of cans that were collected in the cage as of mid-December. She said she would continue to visit to see the progress. Chairperson Violet

said she was pleased to see the amount that was already collected. Ms. Bowman said the school continues to promote it and Ms. Bowman will do the same.

NEW BUSINESS.

2016 SCORE Funding. Ms. Bowman provided a brief report on the amount of funding that is available for 2016 for the program, including enhancement grants. After discussion it was agreed that Ms. Bowman would request enhancement funds for parks, special events, and general enhancement, but no funds for monthly events. Ms. Bowman said she would plan accordingly when she receives the contract and grant information.

2016 Marketing Materials. A discussion was held on what pieces would be used as marketing materials. It was determined to continue to prepare two RAW newsletters (spring and fall), include articles in the City View, and to distribute the Republic Services calendar postcard and the new resident brochure as requested from residents. Ms. Bowman asked for suggestions on additional pieces.

Chairperson Violet suggested including a buck slip for the spring recycling event to include general information, resources, and the date of the fall event. Vice Chairperson Thurston suggested including a fun fact.

Vice Chairperson Thurston asked if more emphasis could be put on reuse of materials. After discussion it was determined that information would be highlighted in the spring edition of the RAW newsletter.

Spring & Fall Recycling Events. Having reserved some vendors already, Ms. Bowman said most details will remain the same, yet she is still waiting on rates for electronics, appliances, etc. She said she is waiting for a response from USagain to see if they would provide and/or staff the events to collect clothing and shoes for reuse. She said although household goods cannot be collected because of a lack of vendors, offering clothing collection would be a plus.

Ms. Bowman reminded the members of the electronic on-site destruction opportunity provided by Green Lights Recycling and asked if the members would like this included at the events. She said the vendor would provide on-site destruction of hard drives for customers that wish to see the hard drives actually destroyed. Member Aberwald said he didn't believe people would bring their hard drives to do this. Chairperson Violet suggested this might be a better fit for businesses. It was determined to stay with general electronics recycling and not offer the destruction portion of it since the destruction is guaranteed by the vendor with the recycling of the electronics.

Ms. Bowman suggested hosting an additional paper shredding event on another day besides the spring and fall events, but noted she would like it to be handled fully by the vendor. In doing so, she suggested it be held at the north end of City Hall by the new park. Member Aberwald suggested holding it at a city park or Anoka High School because of the size of the parking lot and the access. Ms. Bowman said it might be easier to work through logistics if it is held on city property and agreed that a city park may work well. She said she would discuss it with the Parks Department staff and provide an update at the February meeting.

Rewards Program Discussion. In the packet was a sample letter sent to a winner of the program from a previous year when the awards program was still active. Ms. Bowman explained that if members would help in the selection process, the program could restart. Members agreed they would help and each would take a zone (the one in which they live) and collect addresses in that zone during the month in which they are assigned to see who is recycling. One winner from each zone will be selected. Member Aberwald suggested that since the Thursday zone is so large, it should be split. Vice Chairperson Thurston said she would help in that zone. It was determined that there would be one winner each month and the program would be active for five months this year. Ms. Bowman said she would prepare the details and contact each member when it is their turn to collect addresses, starting with the Monday zone handled by Chairperson Violet.

Vice Chairperson Thurston asked if the winners would be announced to the public. Ms. Bowman said she would include winner names in the RAW newsletters accordingly and submit it to the QCTV bulletin board.

July-December 2015 SCORE Report. Ms. Bowman said she was focusing on the report the last few days and will have it complete by January 19 when she meets with Sue Doll of Anoka County. She said she will have a full report of expenses,

marketing, and tonnage at the February meeting.

COMMUNICATIONS

Monthly Service Log & Tonnage Reports. When reviewing the customer log, Ms. Bowman pointed out that changes were made at Walker Plaza to help with their overflowing recycling. A 2-yd dumpster was added for cardboard and Ms. Bowman said she met with the building maintenance person and two Republic Services representatives to work on this. Because of this, she said she made a valuable connection with the maintenance person and began discussing the senior building program that a potential intern would be working on. She said the maintenance person is very interested in what type of help we can offer. Ms. Bowman said she told him she would be in touch in the spring.

Ms. Bowman apologized for the lack of clarity in the report she printed showing the tonnage throughout the year. She noted that although December's tonnage was not included on the report, she had just received the information and it was almost double from other months.

2016 Meeting Schedule. The 2016 schedule was included in the packet. Ms. Bowman handed Chairperson Violet the schedule for the Chairperson's Communications Board meetings and said she would add them to the schedule. She explained that if the Chairperson cannot attend, then the Chairperson would contact the Vice Chairperson to see if she can attend and if not, to let Ms. Bowman know so either she can attend or another member. Ms. Bowman said she would provide updates to the attendee prior to each meeting.

Miscellaneous Information.

Ms. Bowman handed out a recent press release about the new state law regarding commercial recycling.

Ms. Bowman handed out information on a conference the members were invited to attend co-sponsored by the Alliance for Sustainability, Minnesota GreenStep Cities, the City of Coon Rapids, MPCA, Great Plains Institute, and local watershed districts. She asked members to let her know if they would be attended and that registration information was on the flyer.

MISCELLANEOUS

Determine February Meeting Agenda. The members reviewed the draft agenda for the February meeting. Ms. Bowman added intern discussion as an item.

ADJOURNMENT

The meeting adjourned at 6:13 p.m. on a MOTION by Vice Chairperson Violet and SECONDED by Member Aberwald. All in favor; MOTION CARRIED.