



## **TECHNICAL MANAGEMENT COMMITTEE**

### **Solid Waste Operations Conference Room**

### **Minutes of the Meeting**

**April 28, 2004**

The meeting of the Solid Waste Technical Management Committee was held at the Department of Solid Waste Operations Conference Room at 2:00 p.m. on Wednesday, April 28, 2004, with the following persons in attendance:

#### **TMC Committee Attendance:**

City of Clearwater	Robert Brumback
City of Dunedin	Tom Percival
City Group A	<del>Bob Cyr</del>
City Group B	Allen Godfrey
City Group C	<del>Richard Raus</del>
City of Largo	Bennie Boyd
City of Pinellas Park	James Walker
City of St. Pete Beach	Connie Kest
City of St. Petersburg	Chuck Schauer
City of St. Petersburg	<del>Steven Smith</del>
City of Tarpon Springs	Barbara Hugg/Tom Funcheon
Private Sector	Sandy Sanders
Pinellas County	<del>Mike Sweet</del>

#### **Also Present:**

PCU Finance	Lisa Ledoux
PCU Finance	Melanie Ventimeglia
Solid Waste Operations	Warren Smith
Solid Waste Operations	Judy Lund
Solid Waste Operations	Deb Bush
Utilities Customer Service	Cynthia Pierce
LJK Consultants, Inc.	Luke Koon
Pinellas County Attorney	Don Crowell
Town of Belleair	George Hales
Solid Waste Recycling	Jennifer Caldwell
Solid Waste Operations	Brian Armstrong
Solid Waste Operations	Bob Hauser

**Call to Order/Opening Remarks** - Chairman Bob Brumback called the meeting to order at 2:03 p.m. Bob welcomed everyone to the meeting and asked if there were any additions, deletions or corrections to the minutes of the previous meeting.

*The minutes were approved and accepted as written.*

### **Operations Report – Deb Bush**

Deb reported that 38,810 megawatts were sold in March – boiler availability was at 86.7%. There were seven diversions. Total system tons were 105,754 and we broke the ½ million mark, year-to-date total is 539,420 tons. Deb stated that on March 15th the landfill contractor began excavation of the Class III expansion area. Approximately 100,000 cubic yards of dirt will be excavated. Some of the dirt has been transported to Toytown to fill in some of the larger settlement areas. The Class III excavation will continue to 19 feet below existing grade.

There were three mobile collections in March; St. Petersburg, Clearwater, and Palm Harbor with a total of 1,526 participants. The next mobile collection will be held on May 1<sup>st</sup> in the City of Oldsmar at the Municipal Services Center.

Deb noted that we are installing new directional signs around the site as well as around the roadways to the facility. Since CR296 extension opened, we've had a lot of people getting lost. We are also planting trees and shrubs along the western side of the site to improve the screening between the facility and The Lakes subdivision.

Deb reported that we are going under the annual WTE stack test. Bob and Kelsi met with DOT and the consulting firm that is working on the design of the CR296 extension to assure that the construction does not impact our facility. We have also begun the implementation of a new firewood program. We are pulling good hard wood logs out of the stumps and mulch that we receive, splitting the logs, and limiting that to ½ cord to each citizen.

Deb reported that the Master Plan work is continuing. Our new landfill contractor building and truck wash facility designs are complete and the project will be going to bid shortly. The design for the new maintenance and storage building has been initiated. Construction of the new weir at Pond A discharge location has been completed and doesn't leak. The two gradient control underdrain sections; 118<sup>th</sup> Street and one located at Mosquito Control are complete. We found a large accumulation of tires that were buried in the area many years ago. The RFP for Pond A dredging is being prepared. Proposals from consulting firms to design the relocation of our main lift station have been received and evaluated and the design work is expected to commence in June. We are also negotiating with the consultant firm, CH<sup>2</sup>M/WCG to perform the Master Site Water Management Plan. One final item, we are investigating the purchase of a spare switchyard circuit breaker for the WTE plant.

Deb reported that we have a new section in the Operations Report, *WTE Facility Operator Procurement Process*. This report is to keep you updated regarding the procurement of the WTE operator contract – which is going to be a long and exciting process. We have completed the identification of key operating technical and contractual issues for that procurement. The procurement consultant, CDM has been approved and on-board. The procurement project detailed schedule identifying all activities is being prepared. We are setting up informational meetings with potential vendors planned for May and June. The overall procurement process is being finalized for presentation to the BCC in June.

Warren noted that Bob Hauser is heading up the procurement process; we have an oversight group that consists of department heads as well as the primary consultants and staff. We also need to discuss having a member of the TMC sit in on that group. What we have now is a contract and plant that is 24-years old and we have to procure, through a very rigorous process a new contract, but still have to have the existing contract fulfilled through the term of the contract. In order to get all the information that potential bidders need, we are going to have to develop all that material and make it available and we are doing all this without any additional staff.

### **Proposed Fee Changes – Robert Hauser**

Robert Hauser reported that over the last several months you may have noticed that in the Operations Report that there were references that we were doing a study on proposed fee changes and Bob wanted to update the TMC on this effort. Some of the major changes have come about in an effort to improve our services – we are not changing the \$37.50/ton rate. In regards to the flat rate schedule, vehicles that qualify account for almost 20% of the transactions that take place at the Scale House and account for only 2 or 3% of our revenues. After evaluating the numbers, we are making several recommendations; the first would be that all single axle pickup trucks, modified vans, trailers with one axle (regardless of size) will be subject to a flat fee. This will improve the ease at which the staff can recognize these vehicles. Trucks with sideboards would weigh in and out. We are also recommending that we raise the passenger vehicles, including SUV's and vans that have not been modified to a flat rate fee to \$2.00/load. The majority of vehicles that can use the flat fee now, do not elect to use the flat fee - they want to weigh in and out. If the BCC approves these changes, we are recommending a mandatory flat fee of \$2.00 and \$10.00 for qualifying vehicles.

In addition, we are also considering a Special Waste Inspection Fee. Currently, we accept special waste including industrial waste, sludges, and pharmaceuticals; which require special inspection. We estimate that it costs us approximately \$10.00 per inspection and we would recommend a \$10.00 Inspection Fee generating approximately \$4,000.00 of revenue per year.

In 1989, the BCC approved Resolution 89-329, which provided for an arrangement for the County and the cities to bring their segregated yard waste to our facility at a zero

tipping fee, but pay the cost of grinding which was done by the City of St. Petersburg for a fee of \$15.00/ton. The cities would then remove mulch materials and reuse it. This Resolution was a one-year pilot study, which needs to be reviewed. Our cost at the mulching area is \$23.00/ton and we have a huge pile of mulch that we are using at the landfill. We are proposing that for all segregated yard waste material that comes in we are going to charge \$37.50/ton. If you are an “approved city” that has an approved recycling mulch program, we will rebate \$14.50/ton when the city removes the mulch.

***A motion was made and seconded to approve the \$10.00 Inspection Flat Fee.***

After additional discussion regarding the mulch program, it was decided that this discussion would be continued to next months’ TMC meeting.

### **Recycling Update – Jennifer Caldwell**

Jennifer reported that Marie Jacobs has conducted waste assessments for Lockheed Martin, Martech-Miller Imaging and a church, demonstrating that interest is diverse. Some material exchanges for reuse, including reef film and packaging, have been made. The materials for our new business website have been submitted and should be up and running soon from the Utilities homepage. Economic Development will be assisting us in referring new businesses to the program. We are considering a “Reuse-a-Shoe” program which Nike is promoting through the National Recycling Coalition collecting athletic shoes to remanufacture the shoes into playground materials.

Jennifer reported that the Paper Recycling Program containers have been distributed to the Phase I schools in addition to the recycled tire legal pad notebooks; Phase II containers will be delivered to SWO by May 1<sup>st</sup>. Staff will continue to coordinate the paper container deliveries and conduct talks at the schools. A video is being produced to better inform and educate students about the program to be aired on Classroom TVs.

Jennifer noted that Alice Carter of “A Gift for Teaching” did a presentation about the non-profit organization to the Recycling Subcommittee. This group collects surplus office inventory from businesses for reuse in the public school system.

Jennifer distributed a “Yard-Cycling” brochure, which contains yard waste and composting information that is available to the municipalities for public outreach. Our first “Pinellas Recycles Day” event-planning meeting was held on May 3<sup>rd</sup>. The tabletop exhibit board is available for your use and will be out in the hall for your viewing. To reserve the exhibit, please call Jennifer at (727) 464-7545. Phonebook recycling will be available at the drop-off sites and at some municipal curbside recycling programs, which is a cooperative effort between the private sector and the municipalities. This flyer is in draft form and if you see any errors, please let Jennifer know.

Jennifer reported that the Recycling Awareness Survey was completed by Research Data and we will be distributing the Executive Summary shortly. The upcoming mobile events

are scheduled at Oldsmar Municipal Services Center on May 1<sup>st</sup>, Indian Rocks Beach City Hall on May 22<sup>nd</sup>, and Treasure Island City Hall.

### **Customer Service – Cynthia Pierce**

Cynthia stated that for the month of March we had 316 operating hours, scale hours were 1,264, of which there was 4.0 hour of lane closings, providing a 100% service level. The number of transactions processed during the month was 26,976. There were a total of 398 tares for the month, 52 surcharges; and 125 OPS notices for special handling.

Cynthia reported the total number of vehicles for the holidays were as follows; operating hours were 6:00 -12:00 for each day, on Thanksgiving Day we processed 100 vehicles, Christmas Day we processed 71 vehicles, and New Year's Day we processed 92 vehicles.

### **Budget Report – Lisa Ledoux**

Lisa distributed the Financial Status Summary for the second quarter of 2003/2004. Total revenues year-to-date are at 52%. The one area that is significantly higher than budgeted is the metals. The budgeted number was based on an average of the prior three years of actual revenue. The price of metals for this fiscal year has sky rocketed way above what was budgeted. Under expenses, we are at 43% of the total budget; the one area that is significantly lower is operating expenses and the reason for that is the yearly insurance payment for the plant is not due until June, which is approximately \$1.8 million. Capital equipment is slightly low, but that is not a recurring thing, probably by the end of the year that will be closer to budget. Under debt service, we are halfway through the year - we've paid 50% of that. Under the Capital Improvement Program we are only at 22% of budget and expenditures have been on three major projects; Life Extension Project, the Redevelopment Master Plan, and sediment control at the landfill. Refuse to the Facility is at 54% of budget.

### **Disposal Fee Funds Allocation – Bob Brumback**

Don reported that he reviewed the Solid Waste Ordinance, which is derived from the Special Act, which became part of the Pinellas County Code. In looking at the various provisions within the Code, it discusses the rates, fees, and charges. Don quoted from the Ordinance.

*“The solid waste disposal and resource recovery system shall be operated on a self-supporting cost recovery basis. Revenues generated from fees, rentals or other charges for the services and facilities of such system, including the sale of resources recovered from the operation of the system, shall be used only for the expenses set forth in this section, required to be sufficiently provided for from the schedule of rates and charges for the utilization of the system.”*

Basically, what it talks about is resource recovery, which is an integral part of this system as it was initially contemplated. The quote that I just read is talking about the self-sufficiency of that system; recycling is a valid part of the system and fees (tipping fees) can be used for support of that system. In Don's opinion, monies can be rebated to the cities in the furtherance of the goals of the system; one of which is resource recovery and recycling is an integral part of resource recovery. To that end, the money that would be rebated are still funds of the system and should be used for goals of the system. Basically, there are constraints on Solid Waste fund dollars; which is for use of the system that includes recycling and extending outside of that framework you would be outside of bounds of what the legislation allows.

After a lengthy discussion, it was decided that the Solid Waste staff and Recycling Committee produce a proposed policy and Interlocal Agreement for the rebate program.

***The motion was made and seconded for approval.***

### **Budget Committee Chairman Selection – Bob Brumback**

Bob Brumback asked for volunteers for the Budget Committee and the following members volunteered: James Walker (appointed), Bob Brumback, Steven Smith, Allen Godfrey, Robert Cyr, Tom Percival and Lisa Ledoux (727) 464-4284. The first meeting will be held *after the next TMC meeting*, which is scheduled for May 26, 2004. Lisa agreed to provide the necessary documentation to each member before the May 26<sup>th</sup> meeting.

### **Additional Items for Discussion**

Sandy Sanders reported that BFI assets have been purchased by Waste Services of Florida, Inc., which is a subsidiary of Capital Environmental of Canada.

Barbara Hugg introduced Tom Funcheon who will be replacing Barbara on the TMC Committee after the next meeting due to her decision to retire scheduled for June.  
***Congratulations Barbara and Best Wishes from all of us!***

Warren Smith announced that the legislature ends on Friday and it looks like Senate Bill 1400 that dealt with charities and requiring Counties to provide free disposal will not pass. In the House and Senate Appropriations Bills there is more recycling grant money being recommended this year which could mean that possibly our Innovative Grant Application could get funded.

Warren noted that the plaque for Randy Rudd has been delayed as there is not anyone locally who makes plaques out of recycled materials and therefore we had to send off for it and will be here soon.

Warren reported that earlier we discussed having a member of TMC serve on the WTE Procurement Project Oversight Committee. Warren suggested that the Chairman of the TMC serve. The TMC concurred in this request.

Warren noted that we have some opportunities for the Reef Program to earn revenues. In the past, we have provided services for some of the coastal cities for example; putting out swim markers, fixing markers in the Intercoastal Waterway without charge, etc. We will be developing some rates so that we can hire out the Tortuga and staff. We also received a request from US Fish & Wildlife Service to carry some historically significant roof tiles out to Egmont Key.

Warren recommended for consideration that over the next three years for the TMC to consider having less frequent TMC meetings. This is due primarily to the increase workload we expect as part of the WTE Reprocurement Process. Warren indicated we could hold “special meetings” anytime we have an issue that needs to be addressed out of cycle. After some discussion, it was decided that we would continue to discuss this further.

Warren reported that the developer of Tarpon Ridge, Inc. went before the St. Petersburg Environmental Development Committee and got approval for his site plan. That site plan still has nearly 2,500 condos planned within 500’ of the southern border of the landfill. Don Crowell stated that the site plan approval was a necessary step in his process in getting this project built. He is required to apply for a variance from the BCC depending on certain criteria. Depending on the results of that request, he will be required to apply to the Pinellas Planning Council for their review and recommendation to the Countywide Planning Authority. The PPC will review the changes to the industrial limited comprehensive landuse plan category that have basic criteria that determine when they will allow any residential within the industrial limits. Updates will be forthcoming.

***The meeting was adjourned at 4:07 p.m.***