

CITY OF DERBY

RECYCLING/TRASH ADVISORY BOARD

November 18, 2008

4:00 P.M.

UNAPPROVED MINUTES

ROLL CALL

Rebecca Faulk
Larry Gould
Jack Halldin
Heather McCreight
Orpha Parish
Becky Robinson

Staff Present: Kathy Sexton, City Manager
Carolyn Morrison, Secretary

Agenda Item #1 – Welcome & Introductions

Becky Robinson, Chair, welcomed those in attendance and asked all present to introduce themselves.

Agenda Item #2 – Approve Minutes of 9/16/08

MOTION: Halldin moved to approve minutes of 9/16/08. Parish seconded.
VOTE: Motion carried 6-0.

Agenda Item #3 – Review of Draft RFP with discussion

Sexton went over the highlights of the RFP and how it will be handled. Would like to have discussion on time of day for collections. Following are the times for Derby collections:

	<u>Residential</u>	<u>Commercial</u>
Derby Disposal	6 a.m.	Noon
Lies Trash Service	5, 6 or 7 a.m.	Same
Waste Connections	6 a.m.	2 a.m.
Waste Management	6 a.m.	Same

Sexton suggests 6 a.m. as start time and would propose that.

Regarding bulky item pick-up, some communities have a “clean-up day”. Perhaps request in RFP that every household could have one call a year when they could request bulky item pick-up. Another option is to put curbside or take it to a central location. Feels curbside is best.

Faulk feels there would be lots of administrative work involved with one call a year – they would have to keep track of calls and pick-ups.

Halldin suggested we could say what we would like to happen and ask for their suggestions.

Waste Management suggested we go away from city-wide once or twice annually – it becomes a free-for-all and you get people coming in from out of town and dropping things off. Allowing one bulky item per week would be their suggestion. Also suggested that you get more competitive rates if you leave it out of RFP.

Sexton brought up large community events that you want trash service for. If we have one franchise trash service, we could put into contract five events where they would provide trash service. Also include item for city's trash service to be included at no charge. Didn't put it in there so it wouldn't be "loaded up". Keep city's trash service out of it but keep five big events in there.

Robinson asked if park trash is picked up by city employees or trash companies?

Sexton will check into it.

McCreight would prefer franchise put in for city trash service. This would make it easier to pick up recyclables at these events.

Halldin feels we need to keep it simple and make it easier for companies to bid on it.

Sexton feels we could just leave it out for now, the events and city trash, and make our decision on what is best for the residents. We plan on giving customers a form to sign to opt out of trash pick-up – small trash producers – hooking up with neighbors. We could keep it simple – small cart and big cart. If you don't want to recycle, you don't have to.

Faulk brought up customer satisfaction. It doesn't say anything in here about that and it is something we did discuss. She has concern about signing contract and being stuck in it for 7 years.

Sexton will go over this with attorney.

Sexton stated she is hearing about the volume on how much business they will get – the best price for the customer is if we do one contract. This is what she will present to the City Council Tuesday night. If we make it easy for people to recycle then you will get the best participation.

Faulk suggested we write proposal with the minimum and they let us know if they can do more.

Sexton stated our spec would be 1 and 2 plastics, metal cans and mixed paper. We need to spec the basics and then see what extras they can do.

Faulk – GP1.7 – are we writing in there that city will have authority on rate hikes? Sexton replied yes.

McCreight advised size of trash carts – this says two.

Sexton stated we are specifying two different sizes. One of the haulers suggested this – less expense to the hauler.

Halldin suggested that if we offer people choice, everyone will go little and there will be trash flying. Thinks we should keep it simple and offer one size.

Waste Management advised that the goal is to increase recycling and we can through tags. They recommend tag program where you can buy tag at local merchants or city hall.

Halldin suggested that hauler would have to do solicitation in advance to know what size carts people want.

McCreight would like to get samples of carts from the hauler we choose so we can publicize in advance.

Sexton said the default would be the large cart.

Halldin asked about people that have contracts or deals with haulers?

Sexton replied that there is time built in there where we can notify HOA's and let them know what is coming down the road. The idea is to set up incentive system where people make choices and decisions responsibly. If people don't recycle, we are not going to make them.

Faulk likes the idea of tags. If we make the price of tags costly, then it might help solve the problem of people getting smaller cart and overflowing trash.

Sexton stated if you want a second cart it is 75% of the service fee versus buying tags.

Waste Management advised that tags are normally \$1 - \$1.50 each.

Faulk asked about **Expression of Interest** – is December 15 a realistic date?

Sexton was thinking making Expression of Interest date about two weeks before due date.

Faulk asked about 5.3.2 – Cart specifications, and 5.3.3 transfer of ownership. Should we spec 5.3.2 not to put company logo on the cart? Sexton stated yes.

McCreight mentioned communication/customer service/billing. Does that increase our cost having someone there to answer phones instead of having an emergency line where phone call would be returned within an hour? Don't necessarily need to talk to a live person – just need to know that my call will be returned.

Robinson referred to page 9, Communication/Customer Service/Billing, bullet 5 – reason for choosing 3rd and 7th grade classrooms for education?

Sexton stated third and Seventh grades was taken from California, but will need to call schools and see what best grades would be. We could include something general: give us your proposals as to how you would educate the community.

McCreight suggested it also needs to be done at the Senior Center.

Sexton advised schools, seniors, Derby Days, do community presentations. It is common in recycling issue – any time that you create a new plan for the community you need to have increased publicity.

Suggestions were made to put on Channel 7, distribute in Welcome Wagon bags, insert in water bills, put on internet.

Faulk asked about anything in Derby's future regarding "going green" – is that something Derby would look at?

Sexton replied that Derby has pride in the way the City looks – in terms of people looking to go green, absolutely. Sedgwick is about 10 years behind on this issue, and it probably won't happen any time soon.

Sexton asked Waste Management if there was a problem in bidding automated trucks. They replied that they would probably bid with automated trucks. She advised that we will make a statement in here that we will not specify that it has to be automated.

Adjournment

Meeting adjourned at 6:10 p.m.