

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, October 27, 2010, 3:30 p.m.
Bi-State Regional Commission
Conference Room
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Freemire – Chair, Austin, Becker, Bohnsack, Brown, Eccher, Gallin, Gluba, Gordon, Heninger, Hillman, Lawrence, Malvik, McDaniel, Meeker, Minard, O’Boyle, Ripperger, Sunderbruch, Tank, Thodos, Volz, Welvaert

MEMBERS ABSENT: Dean, Goodwin, Henry, O’Brien, Pauley, Rangel, Rockwell, Sherwin, Shoultz, Stoermer, Tossell, Washburn, Williams

OTHERS PRESENT: Laura Liegois, Muscatine County Solid Waste Management Agency and Kathy Morris, Waste Commission of Scott County

STAFF PRESENT: Berkley, Bulat, Connors, Grabowski, Hunt, McCullough, Miller, Moritz, Passman, Waterman

Chair Freemire called the meeting to order at 3:30 p.m.

1. Ratify action taken on September 22, 2010 and Approval of the September 22, 2010 Minutes. Mr. Becker moved to ratify action taken on September 22, 2010. Mayor Thodos seconded the motion, and the motion passed unanimously. Mayor McDaniel moved approval of the minutes of September 22, 2010 as presented. Mayor Thodos seconded the motion, and the motion passed unanimously.
2. Treasurer’s Report. Ms. Gallin presented the Treasurer’s Report for the month ending September 30, 2010, noting an ending total bank and book balance of \$556,593.68. Ms. Gallin moved the report be accepted as written and mailed. Mr. Becker seconded the motion, and the motion passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mr. Malvik presented the bills totaling \$73,187.67, as listed on the following bills listing and addendum dated October 27, 2010:

Bills List

Caliper Corporation, renewal of Standard TransCAD license	\$ 995.00
Far Reach Technologies, consultant for data portal website	2,689.00
Hurt, Norton & Associates, August legislative technical services (cost reimbursed by participating local governments)	7,750.00
Louise A. Kerr, Treasurer	7,739.86
11/10 Rent	\$4,618.38
11/10 Internet Access	88.00
9/10 Postage	1,582.97
9/10 Printing	1,292.42
9/10 Supplies	104.60
9/10 Cell Phone	53.49

McGladrey & Pullen, LLP, progress billing for the June 30, 2010 audit	10,000.00
Oak Grove, overpayment of annual membership	2,118.00
RK Dixon, battery backup for file server and extended warranty	1,047.23
Thomas A. Skorepa, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	2,205.00

Addendum

Bancard Center, VISA charge card expenses related to 2 staff attending the Iowa Association of Regional Councils Staff Retreat; 2 staff attending the Job Training Partnership Fall Conference; Chief Elected & Administrative Officials luncheon meeting (cost reimbursed by participants); Managers & Administrators Advisory Committee (cost reimbursed by participants); Quad City Riverfront Council meeting (cost reimbursed by participants); 1 staff attending the National Recreation & Park Association Congress & Exposition conference; 1 staff attending the FY 2010 Procurement System Review Workshop; 4 staff attending the 2010 Illinois Department of Transportation Fall Planning Conference; 1 staff attending the Motor Vehicle Emission Simulator Training Course; office supplies	4,421.25
Creative Images, outside printing for Bi-State envelopes & business cards	906.52
City of Davenport, Jumpstart program	30,718.49
Joseph F. Fackel, P.C., Administrative Hearing Officer services (cost reimbursed by MUNICES)	560.00
Hewlett-Packard Company, 24-port switch	1,160.94
National Association of Regional Councils, registration for 2 staff attending 2010 Economic Development Administration Regional Conference	550.00
Corrections –	
RK Dixon (previously listed as \$1,047.23), additional invoice for maintenance service on computer network (\$326.38)	<u>1,373.61</u>

Mr. Malvik moved approval of the bills totaling \$73,187.67 as presented above.
 Mr. Minard seconded the motion, and the motion passed unanimously.

b. Report on Progress on Commission’s FY 2011 Program Budget as of September 30, 2010.

Mr. Malvik explained the Program Budget Status Report was mailed in the agenda packet. The Commission is 25.0% through the fiscal year with 22.7% expended and within budget.

4. Report on Activities in Solid Waste Management and Planning by Solid Waste Coordinators in the Bi-State Region. Ms. Berkley, Bi-State Regional Commission Planner, opened the presentation by reporting on activities in Henry, Mercer, and Rock Island Counties. She reported that Henry County was unable to conduct an electronics recycling collection this year due to increases in costs; however there are plans to do a collection or set up a regular drop-off site in the near future. The Atkinson Landfill is operational, and Henry County is collecting tipping fees. Township collection events continue to be very successful in Mercer County, where bulky items, electronics, and paint are collected. The Paint Stewardship Program did not receive funding until August 2010 due to lack of funding at the IL EPA level.

Ms. Berkley stated that the Rock Island County Waste Management Agency (RICWMA) will be updating their Solid Waste Plan in the spring. The solid waste tipping fee in Rock Island County was increased in January 2010 due to increased costs to operate programs; however RICWMA still maintains

the lowest tipping fees within Illinois. The white goods and used tire program has a new contractor, so there is a new toll-free number, and pick-up appointments can be made online. The Drop-Off Recycling program no longer accepts glass and the size of the openings were decreased to discourage non-recyclable materials from being placed in the containers. Glass can be taken to the City Carton recycling center in Davenport. RICWMA continues to partner with the Waste Commission of Scott County for household hazardous materials and electronic collection and recycling.

Ms. Berkley also stated that the Waste Commission of Scott County and RICWMA hosted a joint compost bin sale in Rock Island and Scott Counties where over 600 compost bins and 120 rain barrels were purchased. Bi-State Regional Commission is facilitating the update of the Bi-State Planning Area Solid Waste Comprehensive Plan, which includes Cedar, Clinton, Jackson, Muscatine, and Scott Counties.

Ms. Liegois, Muscatine County Solid Waste Management Agency Manager, reported on activities within Muscatine County. Ms. Liegois touched on management activities at the Muscatine County Landfill, which include the closure of ravines, using alternative daily cover, and erosion control efforts. Muscatine County has been evaluating whether a flow control policy should be adopted due to concerns over a dramatic drop in tonnage over the past few years. A Flow Control Committee was formed to evaluate a flow control policy, and the decision was made to develop contracts with industries to send a specific amount of waste to the landfill at a reduced tipping fee in order to limit the amount of waste leaving the area. Waste leaving the area will continue to be a problem and will be assessed on a regular basis. The City of Muscatine will be implementing single stream curbside recycling starting April 4, 2011. As a result, all public drop-off recycling locations except for the Muscatine Recycling Center and Transfer Station will be closed starting April 4th. Muscatine County continues to partner with the Waste Commission of Scott County to dispose of Household Hazardous Materials and recycling electronics. Electronics are banned from the Muscatine County landfill. Keep Muscatine Beautiful celebrated the 40th anniversary of Earth Day with “Forty Days of Earth Day,” which included 40 Earth Day Events ranging from clean-ups to public service announcements.

Ms. Morris, Waste Commission of Scott County Director, reported on activities within Scott County. She reported that the Waste Commission implemented an asphalt shingle recycling program for Shingle Recycling Partners. Contractors were educated on how to keep a clean load to avoid labor costs of sorting at the landfill, and those who sign an agreement with the Commission receive a lower tipping fee, are listed as a green roofing contractor, and receive signage for construction sites stating their shingles are recycled. The Commission grinds the shingles and sells them to be used in hot mix asphalt. The Waste Commission also continues to evaluate the feasibility of switching to single stream recycling. A Scott County Illegal Dumping Task Force was formed, and Keep Scott County Beautiful is working with Keep Iowa Beautiful on clean and green curriculum for teachers. These activities have furthered public education and environmental stewardship.

Finally, the Waste Commission participated in the pilot program for the IA DNR’s Emergency Management System (EMS). EMS is a process of continuous improvement. The IA DNR provided a consultant to assist the Waste Commission in evaluating their operations and goals to create an EMS plan. The plan focuses on Pollution Prevention, Regulatory Compliance, Outreach, Training, Evaluation, Continuous Improvement, and Thinking Green (PROTECT). The EMS process involved every level of operations and has been a very rewarding experience. As part of the EMS process, educational materials were created to show the Commission’s goals. These posters depicted Waste Commission staff working in several different areas of operations.

5. Wellness Efforts of Bi-State Staff. Ms. Grabowski and Ms. Waterman reported on healthy initiative efforts that Bi-State has made in the last year. Ms. Grabowski said that in conjunction with an initiative by Activate Quad Cities, Bi-State staff completed a workplace assessment and signed a pledge to become

a healthy workplace. *Bi-Staters on the Move* was then created to bring healthy-living issues and policies into the workplace.

The *Bi-Staters on the Move* initiative has brought awareness to Bi-State staff through the creation of a wellness wall where healthy-living events, staff accomplishments, health tips/fun facts, and walking routes for staff to follow on their lunch break are posted. Staff has been encouraged to bring healthy snack options to the office and to meetings, and a survey was conducted on bringing healthier drink options for the vending machine. Future wellness initiative ideas include a staff farmer's market for the sharing of homegrown produce, a healthy events calendar, and gym membership discounts.

Ms. Grabowski reported that Bi-State staff did participate in this year's Moonwalk event sponsored by the Quad City Health Initiative. This is a virtual race where participants add up the miles, equivalent to walking miles, they travel doing various active endeavors. The first team to acquire the amount of miles equal to the distance from the Earth to the moon and back wins the race. This year, the Quad Cities competed against Peoria and Champaign-Urbana and won. Bi-State's team had 22 members, including three family members of staff. Bi-State won a team medal in our division.

Ms. Grabowski shared that Mark Hunt, Economic Development and Public Safety Manager, headed a committee to incorporate a bike ride along the bike path to Schwiebert Park during the Midwest Community Development Institute gathering on August 10, 2010. Multiple states send representatives to these meetings, and the Visitor's Bureau donated bicycles to be used by out-of-town guests. Four of Bi-State's staff members also participated in this ride, and there plans to do this event again next year.

Ms. Waterman then spoke about Bi-State's involvement in QC in Motion week, which was held in May. Staff were encouraged to bike or use alternative transportation to commute to work that week, and several staff members have continued using alternative modes of transportation. Several staff members also participated in a health walk at Sunset Park during that week. Bi-State also has representatives on next year's planning committee. There are also health initiatives happening outside the urbanized area, such as trail connections, wellness campaigns, and fitness trails.

Ms. Waterman shared that Bi-State also coordinated a Non-Profit Team during September's Quad Cities Marathon. Ten members of staff participated by either walking, running, or participating on a 5-person relay team. Also, staff members created course maps, participated in the Balloon Festival, and served on the planning committee. Commissioners and member government representatives who participated in the marathon activities were acknowledged. Becky Passman concluded by presenting Bi-State with a plaque from the Quad Cities Marathon for having the highest percentage of employee participation for a non-profit organization under 75 employees.

6. Questions or Comments by Commissioners. There were no other questions or comments.
7. Other Business. Ms. Bulat shared a Passenger Rail Program Fact Sheet from the Iowa DOT with Commissioners.
8. Adjournment. The meeting adjourned at 4:25 p.m.

Respectfully submitted,
Dennis Pauley
Secretary