



TECHNICAL MANAGEMENT COMMITTEE

Department of Solid Waste Conference Room

Minutes of the Meeting - November 21, 2018

The meeting of the Solid Waste Technical Management Committee (TMC) was held at the Department of Solid Waste (SW) Conference Room, 2:00 pm on Wednesday, November 21, 2018. Members present were James Walker, Deb Bush, Willie Joseph, Bill Pickrum, Scott Witt, Michael Gordon, Ray Boler, & Tom Nicholls. Also in attendance was the Chair for Pinellas Partners in Recycling Deanna Doss. Pinellas County employee attendees were Linda Larkins, Jan Tracy, Greg Zellers, Joe Morrissey, Senior Assistant County Attorney, Brendan Mackesey, Assistant County Attorney and Deann Baker, Recording Secretary. Members absent without an alternate: Earl Gloster, Daniel Anspach, Tracy Meehan & Dean Scharmen.

Call to Order: After an introduction of all attendees, Mr. Walker called the meeting to order at 2:00 pm.

Jimmy announced the passing of a member of the TMC committee, Mr. Benjamin Franklin Shirley, Sr. He was with the City of St. Petersburg as a loyal and dedicated employee for 48 years.

Citizens to be heard: None present.

Minutes: The Chairman called for review and approval of the meeting minutes from the meeting held on September 26, 2018.

A motion was made by Michael Gordon and seconded by Scott Witt to approve the TMC Minutes from the meeting on September 26, 2018. Motion approved. Motion carried unanimously.

Operations Report: Deb Bush, SW Division Manager

- Deb gave the Operations report for the months of August, September and October. The outage began on October 4th, bringing Boiler #3 down. The outage is now over and we're back in the business of making energy. There's better processing at the plant because of the outage. The inbound tons, tons processed, landfilled as well as all other operational events and numbers can be found on the Operations report located on the TMC SharePoint site located here:

https://pinellasgov.sharepoint.com/:b:/r/sites/extranet/SolidWaste/Technical_Mgmt_Committee_Library/FY18%20Documents/2018%20TMC%20Meeting%20Packets/November%202018/August,%20September%20and%20October%20OPS%20Report.pdf?csf=1

- HEC₃ fall participation rose to 3,042 in October. Business Waste Assessments are doing fine. Tours & Presentations are starting to improve due to schools being back in session. Citizen tours are on the first Friday of every month. Participants can go on Eventbrite to schedule tours. These are very active and buses have been filling up, so now they're adding Saturday's to the schedule.

Financial Report: Linda Larkins, Office of Management & Budget

- Linda Larkins reviewed the Financial Report which covers revenues & expenditures from October 1, 2017 through August 31, 2018. The Clerk had not closed out the month of September.
- Noteworthy items on the revenue side for Electric and Capacity revenues are that they are both 1 month in the arrears as is normal. This is due to Duke Energy payments which are always 1 month behind.
- Interest is expected to come in less than what was budgeted. It was budgeted a little too aggressively for the interest markets. At the time OMB was preparing the FY19 budget, they were also forecasting FY18. Linda brought down the interest income and held it at about 2.5 million dollars. So this has been surpassed through the month of August, meaning there's more money coming in than was expected.
- On the Expenditures side, the Operating expenses are favorable to budget primarily due to consulting, chemicals, repair/maintenance and supplies.
- For the Plant Management side, this includes timing of Covanta's service payments. As of the end of August we had October thru June paid. July and August payments hadn't been processed. This also includes timing of the TRP operating work.
- Landfill Management. ADS invoices that had been paid thru August were 1 month behind. We'd only received October thru July payments.
- Capital Equipment and CIP programs are favorable due to timing of purchases and project work.

Ray Boler asked if Linda is expecting the CIP as well as the Capital Equipment figures to be close to what was budgeted. Linda commented that she's not expecting the Capital Equipment to come in. Some will have to be re-budgeted in FY19. An example of this is the Scalehouse Message Board that didn't come in by September 30th, so that will need to be included in the budget. The CIP projects are a bit of a lag in timing as well. There will be a rollover. The CIP plan is done for a 6 year period, as projects and priorities often shift. The monies associated with these projects will go along with them.

- The Financial report can be found on the TMC SharePoint link below:

https://pinellasgov.sharepoint.com/:b:/r/sites/extranet/SolidWaste/Technical_Mgmt_Committee_Library/FY18%20Documents/2018%20TMC%20Meeting%20Packets/November%202018/TMCFY18ThruAug.pdf?csf=1

Pinellas Partners in Recycling Update: Deanna Doss announced that they've filled one of their voting member slots for the Non-Profit Environmental or Recycling Advocacy Organization. Jabbar Graham of Goodwill-Suncoast is the new voting member.

Master Plan Update: Deb Bush gave an update to the Master Plan and shared it with the team.

Phase I, the baseline understanding, of the three phase project is completed and the consultant is working on Phase II, needs assessment and strategies development. One part of the strategic communications plan in Phase 1 was the establishment of an outward facing communication and status mechanism. A tab on the County Solid Waste web page is the Solid Waste Master Plan. This page is live and it includes a description of the master plan project, the process (phases and tasks) with a status indicator, the Vision statement and Values/Guiding Principles, a section for community input and an updates page. The page can be found here:

<http://www.pinellascounty.org/solidwaste/masterplan>

<http://www.pinellascounty.org/solidwaste/getridofit/default.htm>

2019 Proposed Meeting Schedule: There were no issues with the proposed Meeting schedule. This will be posted on the TMC SharePoint site.

2019 Proposed Holiday Schedule: There were no issues with the proposed Holiday schedule. We're not sure if there will be a County Employee Appreciation Day next year, so that part of the schedule will be updated once the County Administrator makes a decision. In Service Day is also in question. This schedule will be posted on the TMC SharePoint site.

Additional Items:

- Willie Joseph introduced the newest member to their Management team, Commercial Manager Troy Davis.
- Ray Boler asked if the TMC Rate Review Subcommittee would be meeting in December. The meeting will be held here at the Solid Waste facility on 12/12/18 @ 2:00 pm.

Adjournment:

Ray Boler made a motion to adjourn and was seconded by Deb Bush. Meeting adjourned at 2:45 pm.

The next TMC Meeting is scheduled for January 23, 2019.

Respectfully submitted, Deann Baker, Recording TMC Secretary