



**City of Cleveland Heights
Refuse & Recycling Task Force**

**11/14/19 Meeting Minutes
Cleveland Heights City Hall – City Council Chambers – 6:00 p.m.**

Ms. Carin Miller informed the group that Ms. Susan Efroymson would be running a bit late, but that she wanted to start the meeting.

Ms. Miller notified the group that Ms. Constance Johnson was unsure if she would be able to attend the meeting, and that Ms. Susan Clement, and Ms. Cathi Lehn were unable to attend, and Mr. John Blackwell would only be able to attend for an hour.

Ms. Miller said that she would like to keep the meeting brief, but she wanted to discuss the draft outline that she and Mr. Jordan Davis have been preparing.

Mr. Jordan Davis asked if the group could keep the formality of minutes.

Ms. Miller asked if everyone had a chance to review the minutes from October 24th, and if there was a motion to approve the minutes.

Ms. Hope Wright made a motion to approve the minutes.

Ms. Kelly Menaker seconded the motion.

Ms. Miller asked if there was any old business.

Mr. Davis inquired about the extension for City Council.

Ms. Miller thanked Ms. Collette Clinkscale for helping with the time extension.

Ms. Collette Clinkscale informed the group that she requested an extension through the end of January, and that there was only one Committee of the Whole meeting in January due to one meeting being dedicated to the budget, and she would find out the date.

Ms. Miller asked for some clarification about presenting to City Council.

Ms. Clinkscale said that she thinks that Council would want to hear from the task force, and that it would be at a Committee meeting not a Council meeting.

Ms. Miller asked if everyone needed to be in attendance.

Ms. Clinkscale said that it might not be necessary for everyone to be in attendance, but at least the Chairperson, and as many people as possible.

Ms. Davida Russell inquired about her role on the task force with her recent election to City Council.

Mr. Davis asked if they know about the budget meeting and if the recommendation will have an impact on the budget.

Ms. Susan Efroymsen asked if they would have a demonstration about the ease of use with the automated collection carts.

Ms. Miller presented the draft outline and went through the bullet points.

Mr. Davis commented that there were four sections.

Ms. Miller commented about the first section which is an overview of existing conditions.

Ms. Miller commented about the second section which discusses the three different scenarios that were analyzed (keep current system in-house, automate in-house, privatize)

Ms. Clinkscale asked if there could be a summary of the recommendation in the introduction.

Mr. Davis commented that there will be a lot of recommendations.

Ms. Miller commented that she agrees with Ms. Clinkscale that the base recommendation of keeping the operation in-house and switching to automation should be included in the introduction.

Mr. Davis asked Mr. Blackwell if he could insert his information about budget.

Ms. Miller commented that there will be a lot of tables and appendices to be added to the document.

Ms. Miller commented about the third section of the document which will be the recommendation of the task force and she asked Mr. Davis to talk about it.

Mr. Davis presented the format of the recommendations.

Ms. Miller commented about special collections and that Mr. Tony Torres informed the group that the special collection service will not change.

Ms. Efroymsen commented that maybe a table of contents would help.

Ms. Miller commented that it could be a consideration.

Mr. Davis commented about the last section which would be appendices and attachments.

Mr. John Blackwell asked if it would include the spreadsheets that Mr. Joe Kickel created.

Ms. Wright commented that it should all be in one place.

Mr. Davis [microphone off] discussed some of the recommendations.

Mr. Joe Kickel suggested including the glossary of terms in the beginning.

Ms. Efroymsen suggested putting the glossary in the back and using italics for any word that is referenced in the glossary.

Mr. Davis discussed the different recommendation sections.

Ms. Efroymsen commented about special collections and that holiday collections were missing.

Mr. Kickel commented that it's something that has always been provided, and that would not change.

Ms. Miller asked if Ms. Efroymsen was referring to the delayed collection after a holiday.

Mr. Kickel commented that Ms. Efroymsen was referring to the Passover holiday.

Ms. Efroymsen commented about also collecting Christmas trees, and the Greek festival.

Ms. Menaker commented that a blanket statement about no changes to special holiday collections might be enough.

Mr. Davis commented that under the current operation section it would be a good idea to note all the additional services that the city provides.

Ms. Efroymsen commented that she would like to add a thank you for all the services that are provided.

Mr. Blackwell commented that 43 special collection homes is not very impressive, and maybe the number should be deleted.

Mr. Davis continued the discussion about the recommendations.

Ms. Miller commented that all the recommendations are the items that the task force voted on.

Mr. Davis continued to talk about recommendations and policy matters.

Ms. Miller asked if there were any comments or concerns.

Ms. Efroymsen asked about the timetable for the draft document.

Ms. Miller commented that she would hope to have the document prepared by the weekend with time for everyone to review at the next meeting.

Mr. Kickel offered a suggestion about numbering paragraphs.

Ms. Efroymsen asked for clarification about reviewing the final document.

Mr. Kickel commented about reviewing the final document at the meeting.

Ms. Miller asked about availability for the meeting on November 21st.

There was a group discussion about meeting availability.

Mr. Kickel suggested meeting on December 5th.

Ms. Russell commented that more time would be good for everyone to review and comment on the document.

Mr. Blackwell commented that three weeks should be enough time to review the document and comment.

Mr. Davis [microphone off] commented that the different versions should be numbered.

The group discussed making changes to the document.

Ms. Efroymsen commented about bulk collection and the number of items.

Mr. Kickel offered a response to Ms. Efroymsen's concerns.

Ms. Miller asked if there were any additional comments.

Ms. Miller moved the meeting to the public comments.

Ms. Clinkscale commented about both members of the public who have attended every meeting and asked what their experience has been with the task force.

Ms. Nikki Evans commented that she was impressed with the task force and all they have achieved.

Mr. Mallory Jackson commented that he was appreciative of the task force's decision to keep services in house and to convert to automation, and that he hopes council will accept the task force's decision.

Ms. Efroymsen thanked the members of the public for attending.

Ms. Miller asked Mr. Kickel to send out a meeting invite for December 5th.

The group discussed the document format.

Ms. Nikki Evans asked if the public documents from the website will be included.

Ms. Efroymsen made a motion to adjourn.

Ms. Russell seconded the motion.

Ms. Miller adjourned the meeting.