

RESOLUTON NO. 2023-523

A RESOLUTION OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS, ENDORSING SAINT LOUIS COUNTY'S GRANT PROGRAM FOR THE CITY'S WASTE REDUCTION EFFORTS.

WHEREAS, the City of Frontenac is desirous of expanding the level of participation that the citizenry currently utilizes with regards to recycling and waste diversion; and

WHEREAS, goals have been set to reduce solid waste in the landfills, and

WHEREAS, the Saint Louis County Department of Public Health, Waste Management Program, had made funds available through the 2023 Saint Louis County Waste Reduction Grant Program to municipalities; and

WHEREAS, the City of Frontenac has submitted an application for this grant program.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF FRONTENAC, ST. LOUIS COUNTY, MISSOURI AS FOLLOWS:

SECTION ONE.

The Board of Aldermen of the City of Frontenac supports the application of the 2023 Waste Reduction Grant and commits to provide data pertinent to the grant project to measure success of the grant project.

SECTION TWO.

Commit to gaining cooperation and input from residents to support the grant project.

SECTION THREE.

The governing body hereby authorizes the City Clerk to sign and execute the contract accepting grant funds from the Saint Louis County Department of Public Health if awarded.

**ADOPTED BY THE BOARD OF ALDERMEN OF THE CITY OF FRONTENAC,
MISSOURI, THIS 18th DAY OF APRIL 2023.**

Presiding Officer

Attest:

Leesa Ross, City Clerk

APPROVED THIS 18th DAY OF APRIL 2023.

Kate Hatfield, Mayor

Attest:

Leesa Ross, City Clerk



Office: (636) 223-0150
Fax: (314) 275-0402

02/07/2023

Subject: Electronics Recycling Event Proposal
ATTN: Lessa Ross

Lessa,

Thank you for allowing MRC Recycling to give our proposal for the Electronics Recycling Event for the City of Frontenac.

MRC Recycling will provide its services for the City of Frontenac Electronics Recycling Event on Saturday, September 23rd, 2023, at the City of Frontenac event location, located at 10445 Clayton Road, St. Louis MO 63131. This event will be open from 8:00am through 11:00am. MRC Recycling staff will arrive at your location no later than 7:30am. MRC Recycling will provide the following for the City of Frontenac:

Transportation of event material to our R2v3 Certified Park Hills location via:

- 3, 28' MRC truck dispatched from Imperial MO, capable of hauling up to 10,000 LBS of material each,
- 1, 53' Tractor Trailer, capable of hauling up to 40,000 LBS of material,
- 1 Forklift to assist with loading trucks during the event

All pallets and gaylords needed to safely and efficiently collect/store material,

All shrink wrap needed to safely and efficiently secure the material,

All pallet jacks and dollies needed for safe loading and transport of the material,

3 Event Leaders/Drivers to oversee the safety, efficiency, flow of the event, assist in unloading vehicles, and transportation.

2 Fee Collectors to track grant funded items incoming, and charge for negative value items once funds have been depleted.

6 Laborers to unload vehicles, sort material, and load trucks during the event,

Certificate of Proper Recycling for the event.

The above services will be provided for the City of Frontenac. Our event fee for the above services would be \$2,500.00. The City of Frontenac is working to obtain grant funding in the amount of \$10,000.00. Of this funding, mobilization fees will be taken out first, which leaves \$7,500.00 to cover the fees for negative value materials. Once this remaining \$7,500.00 has been depleted, each individual dropping off their material will pay the recycling fees for certain items, (see attached document).

The City of Frontenac would be responsible for the advertisement of the event. MRC Recycling will assist with advertisement by uploading the event to the MRC website. MRC requests city staff be on-site during the event to determine residency eligibility for grant funding.

Thank you again for allowing MRC Recycling to give our proposal for your Electronics Recycling Event. Please feel free to contact me directly with any questions or concerns. You may reach me at ryanhall@midwrc.net, or 636-223-0150.

Sincerely,

Ryan D. Hall
Corporate Operations Manager/ Event Coordinator
MRC Recycling

Authorized Representative for the City of Frontenac, Approval:

Printed Name: _____ Title: _____ Date: _____

Signature: _____



Park Hills, MO (R2 certified facility)
St. Louis, MO
Kansas City, MO
Jefferson City, MO
Imperial, MO (R2 Certified Facility)





Office: (636) 223-0150
Fax: (314) 275-0402

2023 Event Fee Schedule

- CRT Monitors = \$5.00 each
- CRT TV's 26" or less = \$30.00 each
- CRT TV's 27" or greater = \$50.00 each
- Wood Console and True Big Screen/Projection TV's = \$50.00 each
- LED/LCD/Plasma TV's = \$20.00 each
- Any Freon containing unit = \$10.00 each



Park Hills, MO (R2v3 Certified Facility)
St. Louis, MO
Kansas City, MO
Jefferson City, MO
Imperial, MO (R2v3 Certified Facility)





Electronics Recycling Collection

Grant Application

Each field must be filled. Use N/A as needed.

Municipality: City of Frontenac		Date: 4/4/2023
Address: 10555 Clayton Road		
Project Manager (Contact Person): Leesa Ross		
Title: City Clerk		Phone: 314-373-6504
Email: lross@cityoffrontenac.org		
<p>Please complete the itemized budget page outlining projected costs. The itemized budget is required as a part of the application. Staff will meet with applicant after the application is recommended for funding to address any budget concerns before the approval and signature process.</p> <p style="text-align: center;">Grant Funding Requested:</p>		
What is the municipal population: <div style="text-align: right;">3651</div>		
Number of one-and two-family households: <div style="text-align: right;">1430</div>	Number of multi-family households: <div style="text-align: right;">0</div>	

- Using a R2 or E-Steward certified electronic recyclers as a subcontractor is required.
- Anyone can utilize the drop-off event. Only St. Louis County Residents can receive the subsidy for Negative Value Items e.g., TVs, CRT monitors, Freon containing units from their household.
- The residency ZIP code list must be used for negative value items.
- A limited amount of funding may be used for a municipality to dispose of dumped items. Please include an estimate in your application.
- Drive through location is required.
- Number of households using drop-off must be recorded.

Grants Funding

Population	Maximum Number of Events Funded.
0 -5,000	1
5,001 -10,000	3
10,001 - plus	6

Project Description

These are some of the major activities associated with electronic collection events.

Please give details and dates for the activities below (estimated dates are acceptable):

1. How many community collection events will you hold?

The City of Frontenac will hold one event.

2. When will the event(s) be held?

Saturday, September 23, 2023

3. Where will the event(s) be held?

The church of Jesus Christ Latter Day Saints, 10445 Clayton Road, Frontenac, MO 63131.

4. Who will be responsible for collecting event data?

MRC and the City of Frontenac

5. On the day of the event who from your municipality will be there to greet residents?

Leesa Ross, City Clerk

6. Is your chosen site large enough to allow for vehicles to “drive through” in a safe manner?

Yes, the church lot is large with a separate entrance and exit.

7. How will you promote your event(s)?

The City of Frontenac will promote the event with a mailer to every household; we will place information on the city's website; and we will send it out via email in our weekly e-newsletter that is distributed to residents.

8. Will you advertise to other municipalities in the surrounding area? If so, list them.

Crystal Lake Park, Huntleigh and Westwood, which we provide police services for, and fire services to Crystal Lake Park and Huntleigh.

9. How many negative value items per vehicle will be eligible for the subsidy? (We recommend a limit of two.) Residents will pay fees on additional negative value items.

Three

10. Does your municipality have abandoned negative value items that can be recycled? Estimate how many and item type.

Yes 40-50 CPUs, monitors, fax machines, and printers.

11. Funding is available to send two of your employees to the 2023 Missouri Recycling Association (MORA) conference to be held September 26-28 at the Doubletree Hotel in Chesterfield. Sessions at the conference focus on waste reduction and improving and expanding recycling opportunities. Registration fees for the conference will be covered. Indicating that you are interested will not obligate you to register if other commitments arise.

☒ Yes ☐ No

Labor

- Only hours of event and reasonable set-up and takedown time will be covered. Other work is considered an in-kind contribution to the grant project.
- Employees hourly rate plus benefits will be covered.
- No overtime pay will be covered. Exceptions may be made for public safety if a need can be established.
- Reimbursement for temporary employees' hourly labor rate will be capped at \$15 per hour.
- Grant may cover the cost of up to three people to work events.
- Volunteers are not paid.

Please identify which personnel will be involved in your project and describe their tasks:

Labor	Position (Mayor, Clerk, etc.)	Hourly Rate + Benefits	Tasks
City Staff /Personnel (In-Kind / Paid)	City Clerk (in kind)		Greet residents and check ID's.
Volunteers (unpaid)	None		
Service Providers/ Subcontractor	MRC		Collecting eligible items and properly recycling them.
Other			

Reporting

As a part of your grant funding, you are required to provide the following in a final report:

- A short description of what worked well, what did not, and advice to others doing a similar project.
- The total number of events held.
- Number of cars.
- Tallied zip code sheet.
- The number of tons/pounds recovered from the event(s).
- Example of advertising or education materials.
- A photo from each event

Invoicing

- Payroll statements, receipts, and cancelled checks will be required for reimbursement.
- Invoices may not be submitted more than once per month

Budget		
For each category, itemize all costs		
Direct Costs:		
a.	City Wide Mailer	\$1,300.00
b.		
c.		
d.		
Total Direct Costs (\$) =		
Personnel Costs:		
a.	None	
b.		
c.		
Total Personnel Costs (\$) =		
Subcontractor Costs:		
a.	Approximately cost for collection services	\$7,500.00
b.		
c.		
Total Subcontractor Costs (\$) =		
Other:		
a.		
b.		
c.		
Total Other Costs (\$) =		
Total Costs (\$) =		\$8,800.00

Saint Louis County Department of Public Health Electronics Recycling Grant

Leesa Ross

From: Matula, Ashley <AMatula@stlouiscountymo.gov>
Sent: Thursday, January 26, 2023 10:35 AM
To: Leesa Ross
Subject: Municipal waste diversion grants.

Hello,

This is Ashley Matula from the St. Louis County Department of Public Health. Funding up to \$25,000 is available for your municipality for waste diversion and recycling projects to be held in 2023. Amounts requests over \$25,000 can also be awarded with County Council approval.

Popular municipal events include electronics recycling collections, backyard composter distributions and new this year, residential document shredding events. Our funding can make these events free to your residents and free to you.

If you have another idea for a waste diversion or recycling event or project, give us a call. We want to hear from you.

NEW This Year!

Grantees can also receive funding to cover the registration costs for up to two people to attend the 2023 Missouri Recycling Association (MORA) conference. This year's conference will have sessions of particular interest to municipalities. Planned topics so far will include cooperative purchasing agreements, trash and recycling hauling contracts and more. The MORA conference will be taking place at the Double Tree Hotel in Chesterfield, September 25 - 27, 2023.

Grant application instructions can be found on St. Louis County's Waste Diversion [website](#) and are due four months before the scheduled waste diversion event, please note that a resolution is required as a part of the application. Requests for MORA conference funding must be received by the end of July of 2023.

Submissions can be e-mailed, mailed, or hand delivered to our Berkeley address.

Saint Louis County Department of Public Health
Waste Management Program
6121 N. Hanley Rd. Berkeley, MO 63134

Please contact me for more information or if you have any questions.

Best Regards,

Ashley Matula

Environmental Specialist – Waste Diversion Program
Saint Louis County Department of Public Health
4580 S Lindbergh Blvd
Sunset Hills, MO 63127
(314) 615-7833
e-mail: amatula@stlouiscountymo.gov
RelayMO 711 or 1 (800) 735-2966
For information on:
Where/how to get rid of stuff: www.RecycleWizardSTL.com

Sample Resolution Language

RESOLUTION No. _____

RESOLUTION OF THE _____ CITY COUNCIL ENDORSING SAINT LOUIS COUNTY'S GRANT PROGRAM FOR THE CITY'S WASTE REDUCTION EFFORTS

WHEREAS, the City of _____ is desirous of expanding the level of participation that the citizenry currently utilizes with regards to recycling and waste diversion; and

WHEREAS, goals have been set to reduce the amount of solid waste in the landfills; and

WHEREAS, the Saint Louis County Department of Public Health, Waste Management Program, had made funds available through the 2023 Saint Louis County Waste Reduction Grant Program to municipalities; and

WHEREAS, the City of _____ has submitted an application for this grant program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF _____, SAINT LOUIS COUNTY, MISSOURI AS FOLLOWS:

Section 1: The City Council of the City of _____ supports the application to the 2023 Waste Reduction Grant and commits to provide *data pertinent to the grant project* to measure success of the grant project.

Section 2: Commit to gaining cooperation and input from residents to support the grant project.

Section 3: The governing body hereby authorizes the (title of person) to sign and execute the contract accepting grant funds from the Saint Louis County Department of Public Health if awarded.

Adopted this _____ day of _____, 2023

President of the Council
City of _____

ATTEST:

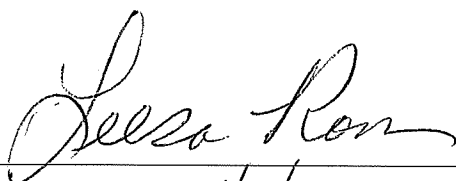
City Clerk

Should a grant award be made for this project this grant application will be included in the final grant contract agreement, Signature indicates that applicant understands that all information they have provided in this application is accurate to the best of their knowledge and that they are committed to:

- a. Submitting a Resolution supporting the grant passed by their governing body. The Resolution can be attached to the application or submitted during the contract process.
- b. Securing cooperation from others involved in this project and providing letters of support as needed.

Authorized Official (typed):

Signature:

A handwritten signature in cursive script, appearing to read "Leesa Ron", written over a horizontal line.

Date:

4/4/2023

Leesa Ross

From: Matula, Ashley <AMatula@stlouiscountymo.gov>
Sent: Thursday, January 26, 2023 10:35 AM
To: Leesa Ross
Subject: Municipal waste diversion grants.

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Please contact me for more information or if you have any questions.

Best Regards,

Ashley Matula

Environmental Specialist – Waste Diversion Program
Saint Louis County Department of Public Health
4580 S Lindbergh Blvd
Sunset Hills, MO 63127
(314) 615-7833
e-mail: amatula@stlouiscountymo.gov
RelayMO 711 or 1 (800) 735-2966
For information on:
Where/how to get rid of stuff: www.RecycleWizardSTL.com