CALL TO ORDER The meeting was called to order at 5:10 p.m. in the Worksession Room of Anoka City Hall.

ROLL CALL Board Members present: Chair Marijo Hain, VC Cheryl Knapek, Susan Dergantz, Eileen Rathbun and Vicki Violet. Absent: Jan Call and Diane Grinde. Staff present: Pam Bowman, Recycling Manager. Others Present: None. Member Dergantz arrived at 5:20 p.m.

APPROVAL OF JULY 8, 2020 MEETING MINUTES
Member Violet made a MOTION to approve the July 8, 2020 meeting minutes, SECONDED by VC Knapek, all in favor, MOTION carried.

OLD BUSINESS
Recycling Events Updates. Ms. Bowman reviewed the following events and updates were provided accordingly.

- Paper Shred Event. Ms. Bowman reported that 1.69 tons of paper was shredded/recycled at the event. She said she learned that it was very busy in the beginning and slowed down quite a bit, but at times was very steady.

- Summer Recycling Event. Ms. Bowman reported that 228 Anoka customers attended the July 25th event at Green Lights and 26.46 tons of materials were collected, with 19 tons coming from electronics alone. VC Knapek said when she was there the line was wrapped around the street, but she said they serviced four cars at a time and the wait was not long. Ms. Bowman said she had heard from Member Grinde that day that the line was about three blocks long when she was there, but said it, too, was running smoothly.

Ms. Bowman reported the cost for this event was just over $13,500 and enhancement funds would cover it. She said the event was budgeted for $15,000.

- Pumpkin Smash/Book UpCycle Event. With much discussion, it was determined not to provide refreshments at the event on November 1st, due to COVID-19. Chair Hain and Member Rathbun inquired about the parking and dropping off of pumpkins, noting that last year it was difficult for some to get in/out of the parking lot. Ms. Bowman said she would work to determine a better flow of traffic. Ms. Bowman said a wheeled cart(s) would be provided for volunteers to help the customers haul the pumpkins from the parking lot to the dumpster. Chair Hain suggested that be advertised so people know that volunteers will be there to help them. She also suggested the ladder be wiped down after each customer. Ms. Bowman said safety measure for COVID will definitely be in place.

For the Book Upcycle, Ms. Bowman said that books will be collected at City Hall until October 16th and at the Fall Recycling event, then quarantined until the UpCycle event (2-4 weeks). Member Rathbun asked if all books are accepted. Ms. Bowman said no textbooks, general informational books, magazines, etc. would be accepted, just regular reading books. It was suggested to advertise that only fiction and non-fiction books for all ages will be accepted. Member Violet questioned how many books people could take. Ms. Bowman said she believes
there is no limit. Ms. Bowman asked if anyone had any ideas of how to reuse any leftover books. Member Dergantz suggested the Coon Rapids Recycling Center which uses the Green Book program. Member Rathbun suggested Books for Africa, but she believed those needed to be delivered to St. Paul.

Member Rathbun asked if the city has a “spin the wheel” game. Ms. Bowman said no, but that Anoka County has one and other various recycling-related games available to use. Member Violet said she has utilized the games from Anoka County during a Night to Unite neighborhood block party.

It was determined that an insulated reusable bag will be handed out one per adult. Ms. Bowman will place an order. Ms. Bowman said she will also determine if a small freebie can be given away to kids; VC Knapek suggested pencils. Member Rathbun asked if water bottles could be given away. Ms. Bowman said she will see how much funds are remaining, but with the bags purchase it might not be possible to order them this year.

- **Fix-It Clinics Update.** Ms. Bowman said the August 1 event at East Bethel Senior Center was canceled and she assumed those planned for the rest of 2020 will also be canceled.

**RAW Newsletter.** Ms. Bowman said she will be working on the RAW newsletter next week. She reminded all that the topics were already determined at a past meeting. She said it would be mailed on September 8th, following Labor Day.

**Subcommittee Reports.**

- **Multi-Family** – Ms. Bowman reported she had mailed out letters to properties that had past contamination issues. She said she received a call from 2811-7th Avenue requesting totes and marketing materials. She said she delivered 52 totes, stickers and magnets for the recycling dumpster and 60+ flyers for residents.

- **Organics** – Nothing new to report.

- **Anoka Halloween** – Member Violet said there is no recent update; however, she would like to keep this item on future agendas until they know more of what Anoka Halloween is planning for 2020. She said the Anoka Lions are considering ways in which they can incorporate their Halloween float into any events/activities that will be planned for this year.

**Residential Recycling Contract - Request for Proposals.** Members reviewed the revised draft. Ms. Bowman had them follow through each page while she pointed out various sections for discussion. The timeline was agreed upon and members voiced any suggested changes. With those changes, Member Violet made a MOTION to approve the Request for Proposal for Single-Family Residential Recycling Collection Services; Chair Hain SECONDED; all in favor, MOTION carried.

Ms. Bowman said she will revise the document based on the discussion, ask the city attorney to review it and pending no concerns, she will distribute it on September 11, 2020.

**Can Collection Trailer.** Ms. Bowman reported that the signs were completed for the trailer. She held up a mock-up of the sign, said the trailer will be located at Gray Ghost Fields, just north of Anoka High School. Member Violet asked who would be managing it. Ms. Bowman responded that since it is now a fundraiser for the City’s Waterfowl for Warriors Program, the Public Services Department will facilitate the transportation of the trailer. The City will receive credit for the tonnage and the profits earned will support the Waterfowl for Warriors Program.

**Annual Report to Anoka City Council.** Ms. Bowman reminded Chair Hain that the report will be given on Monday,
September 21st, and that Ms. Bowman will prepare a PowerPoint presentation in advance to help Chair Hain prepare for the presentation. Member Violet questioned if this is done in person. Ms. Bowman said that the public is welcome to attend the City Council Meetings, but that it is available through Zoom, for those that wish to participate remotely. Ms. Bowman suggested she and Chair Hain attend in person since they have a presentation.

NEW BUSINESS

Fall Recycling Event. Ms. Bowman reminded members the event is set for Saturday, Sept. 26th from 8-Noon at 501 Pierce Street. She asked who is available to volunteer; all present said they would attend. Ms. Bowman said Member Call telephoned her earlier and said she would attend the event.

Discussion was held about possibly offering a “one item up to $10 off” coupon at the event. Ms. Bowman said she would look at the budget and see if this would be possible. She reminded members that in the past they also randomly handed out coupons to customers. She said she would like to think about it and make a final decision at the September meeting.

Discussion was held about refreshments. Due to COVID, it was determined refreshments would not be offered to vendors. Ms. Bowman will inform them to bring their own. However, coffee and possibly donuts (if they come single-packaged) and granola bar-type snacks would be offered to volunteers and city workers. One person would be in charge of pouring the coffee, no reusable/personal cups would be used for possible contamination, and the server would wear gloves and a mask.

COMMUNICATIONS

Certificate of Recycling from Anoka County. A copy of the certificate from Anoka County for 2019 Tonnage was shared with the members. It was noted that 213,333 tons of materials were collected County-wide from residents and businesses and that the City of Anoka contributed 1099.90 tons from residential curbside and drop off programs.

2020 Meetings & Activities Schedule. Ms. Bowman highlighted simple changes to the schedule. She asked to move the September meeting to the third Wednesday, September 16th for personal reasons and the November meeting to November 18th because November 11th is Veterans Day. Members agreed. Member Violet asked if the December meeting would be canceled. Ms. Bowman said the 2020 accomplishments and 2021 goals could be determined at the November meeting, allowing for the December meeting to be canceled. Members agreed to cancel the December meeting.

General Recycling Questions. Member Violet asked if it is possible to hold future meetings via Zoom. Ms. Bowman said it is possible and she can plan to do so in the future.

Member Rathbun asked if the new Golf Maintenance Building or the Senior Center would be ideal locations for a future organics collection. The Aquatic Center was also suggested by members. Ms. Bowman said she would add this item to a future agenda for discussion.

ADJOURNMENT The meeting adjourned at 6:40 p.m. on a MOTION by Member Violet and SECONDED by Chair Hain. All in favor; MOTION CARRIED.