

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

SOLID WASTE COMMITTEE

Richard Johnson, Chair
David Nollner, Vice Chair
Mary Ann Baker, Secretary

Steve Whittaker
Cliff Sallee, Public Works Director

Stephen Chambers, Mayor
Dwight Jewell, Comm Chair

AGENDA

JANUARY 10, 2022 | 6:00 PM | TC COURTHOUSE

1. Open Meeting
2. Review Minutes from November 4, 2021
3. Discussion Items
 - A. Update from Director, Cliff Sallee
 - B. Consulting Services
4. Other Discussion
5. Public Comments
6. Adjourn

Solid Waste Committee

Meeting Minutes

November 4, 2021

Present: Richard Johnson, David Nollner, Ken Buckmaster, Coy Dickey, Steve Whittaker, Bill Fergusson, Stephen Chambers and Cliff Sallee.

Absent: Mary Ann Baker

Others Present: N/A

1. Open Meeting

Chairman Johnson opened the meeting at 6:00 P.M. and expressed appreciation of everyone in attendance.

2. Review Minutes

Chairman Johnson asked the committee to review the minutes from the July 20, 2021 meeting. David Nollner made a motion to approve the minutes, Seconded by Steve Whittaker.

MOTION CARRIED

3. Election of Officers

David Nollner made a motion to leave the Committee Officers the same as last year which are as follows:

Richard Johnson – Chairman David Nollner - Vice Chairman Mary Ann Baker - Secretary

Seconded by Steve Whittaker.

MOTION CARRIED

4. DISCUSSION ITEMS

A & B - Update from Director of Sanitation, Cliff Sallee & Surplus Vehicles.

Director Sallee provided a list of vehicles and advised the committee that several vehicles in that department had become unrepairable and unsafe for operation and therefore requests that they be declared surplus property to be sold or scrapped. He also noted a 1984 Backhoe needed to be added as well. David Nollner made a motion to approve the request. Seconded by Coy Dickey.

MOTION CARRIED

C. Title 17 Refuse: Update needed

Mayor Chambers provided a copy of the current Title 17 and advised that it had not been updated much since 2001. Rates had been changed by the County Commission and were not in the current code. Therefore he, Director Sallee and the County Attorney were going to be reviewing the policy to bring it up to date.

- 1) Rate Increase for all trash services. Last fiscal year the Solid Waste Department had a deficit of \$53,000.00. Therefore, Cliff Sallee proposed the following rate increases:
 - 40 Yard Roll Off Dumpster \$325.00 for 14 days (2 Weeks) and \$45.00 per ton.
(Currently: \$150.00 per month and \$37.00 per ton)

- 2) Incorporate information from RES 2013-24-327 and ORD 151-2017-16 - The County Commission passed a Resolution that required Property Owner (Rentals Included) to pay replacement costs of damaged carts. However, it was never moved forward as an Ordinance which is law. Bill Fergusson made a motion to approve the information in RES 2013-24-327 to be incorporated into ORD 151-2017-16 to the full body for consideration. Seconded by David Nollner.

MOTION CARRIED

D. Consulting Services -After the Solid Waste audit the consultant advised she would be willing to review Urban Services rates, assist with preparing an RFP (Request for Proposal) that we could send out to other companies to get a cost of what they would charge for providing the services, recycling services as well as review those bids and respond. The cost of these services would be \$3,500.00. David Nollner made a motion to table this until the next meeting the first week in January. Seconded by Steve Whittaker **MOTION CARRIED**

5. Other Discussion – None

6. Public Comments – None

7. Adjourn

Coy Dickey made a motion to adjourn a 6:35 P.M. Seconded by Steve Whittaker.

MOTION CARRIED

Minutes Submitted from
Video review of Mtg. by
Committee Secretary
Mary Ann Baker
11-17-2021

Professional Services Agreement

This Agreement is made this ____ day of _____, 2021, by and between Hartsville/Trousdale County, Tennessee hereinafter referred to as the "Institution", and Caldwell Environmental Solutions, LLC, a limited liability company, hereinafter referred to as "Contractor".

The parties have agreed and do hereby enter into this Agreement according to the provisions set out herein, to complete a solid waste operations audit, including assessment for improvements, for the Institution's Solid Waste Department.

The Contractor agrees to perform the following services:

Draft bid specifications for residential curbside solid waste/recycling services:

- Develop detailed narrative describing current services, method(s) of service delivery, and materials management
- Compile a list of residential materials generated and how each is processed (i.e. landfilled or recycled)
- Define what services, frequency, method(s) of service delivery and other details Hartsville/Trousdale wants from potential contracted service providers
- Present complete draft of bid specifications for residential curbside solid waste/recycling services

Distribute bid specifications for residential curbside solid waste/recycling services:

- Create list of potential bidders for services outlined in bid specifications
- Share bid specifications with each potential bidder, via email, with copies to assigned Hartsville/Trousdale officials

Review responses to bid specifications

- After bid responses are opened, assist with organizing information and offer feedback and answer questions, as needed

The Institution agrees to:

- Provide needed information for completion of the bid specifications for residential curbside solid waste/recycling services
- Provide attorney to support development of draft contract, negotiate, and finalize contract with chosen bidder
- Allow Contractor to include each portion of this project and the final report on the list of projects completed by the Contractor for website and other marketing opportunities
- Pay Contractor a total contract sum of three thousand dollars (\$3,500)
 - Pay Contractor two thousand dollars (\$2,000) upon receipt of invoice, after completion of draft bid specifications
 - Pay Contractor one thousand dollars (\$1,500), upon receipt of invoice, after completion and submittal of the final feedback from bid responses received from distributed bid specifications
- Contractor's relationship shall be that of an independent contractor and Institution shall not withhold taxes of Social Security payments from any sum paid hereunder.

The parties further agree that the following shall be essential terms and conditions of this Agreement.

- The parties shall abide by all applicable Federal and State laws pertaining to discrimination and hereby agree and assure that no person shall be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination in the performance of this Agreement or in the employment practices of the party on the grounds of classifications protected by Federal or State law.
- The parties to this Agreement will not act as employees, partners, joint venturers, or associates of one another. The parties in this Agreement are independent contracting entities. Nothing in this Agreement will be construed to create an employer/employee relationship. The employees or agents of one party are not the employees or agents of the other party. Institution will not provide Contractor with office space, desks, equipment, or supplies.
- Contractor will carry adequate liability and other appropriate forms of insurance, including worker's compensation insurance on its employees when required by law.
- Contractor agrees to pay all applicable taxes incident to this Agreement.
- The term of this Agreement shall end no later than January 31, 2022, the projected start date for planning fiscal year 2023 budget, for Hartsville/Trousdale County.
- The Contractor shall submit to the Institution progress reports, if requested by the Institution.
- All work performed by Contractor under this Agreement is work made for hire and is the property of Institution unless otherwise provided for in writing by Institution. All work products including but not limited to forms, legal documents, information materials, reports, background check documentation, text, and exhibits produced by Contractor in the performance of this Agreement are owned by the Institution, and, on completion of this Agreement, Contractor must deliver these materials to Institution.

In witness whereof, the Parties have by their duly authorized representatives set their signatures.

CALDWELL ENVIRONMENTAL
SOLUTIONS, LLC

HARTSVILLE/TROUSDALE COUNTY,
TENNESSEE

By: _____

By: _____

Name: _____

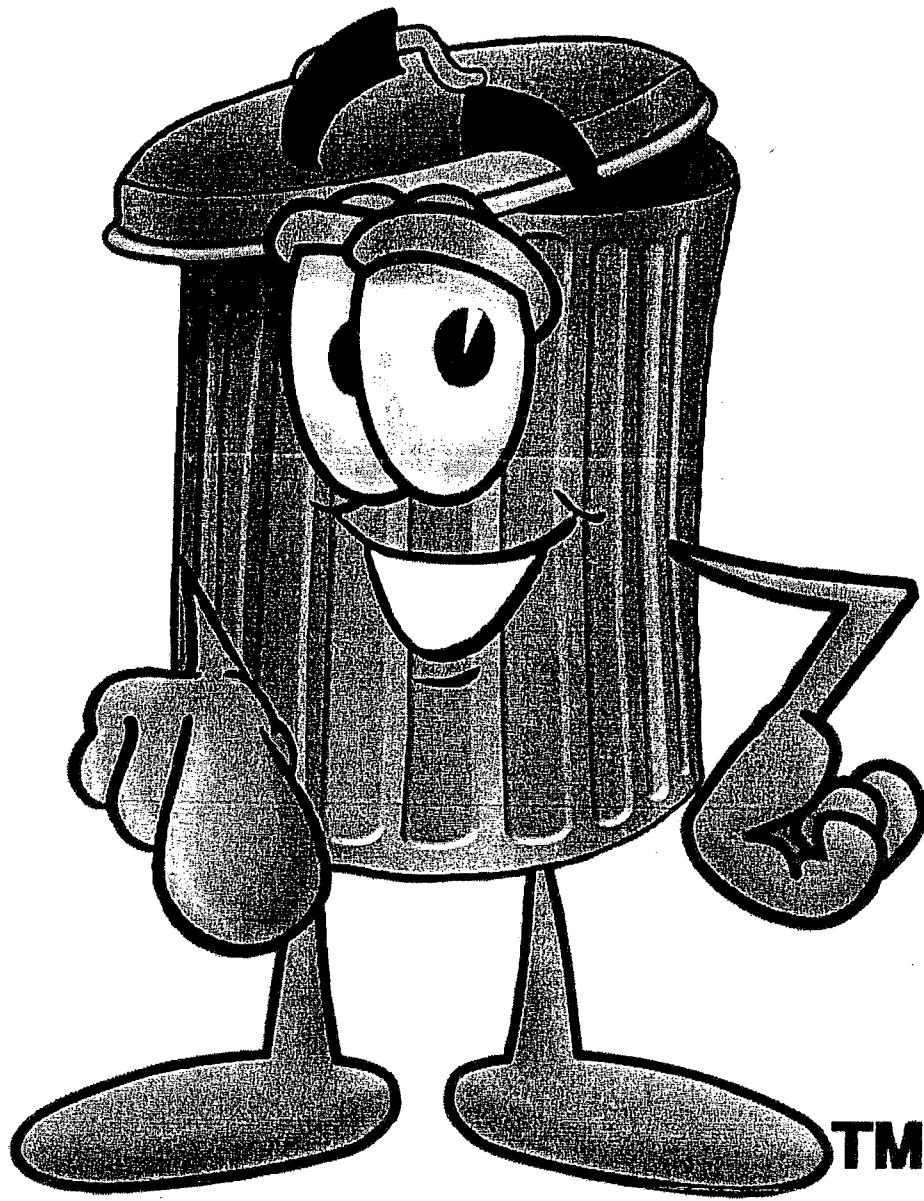
Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



“ I will be coming to your door step, Soon.”

Inside this packet you will find the information necessary to help in our efforts to better serve you. This new way of picking up trash will help reduce back injuries and by not handling the trash, will also lessen the risk of our employees becoming ill.

**Hartsville/Trousdale County
Solid Waste/Urban Services Department**

Overview
of
Solid Waste Disposal

Telephone: (615) 374-9574

Automated Garbage Collections

- Customers are issued only one cart can. Another is available for purchase from the Solid Waste Department. There is no extra charge per month for the extra cart. You must pay for the purchase of the extra cart which is non-refundable with a 10 year warranty. The cost will be \$100.00 for the extra cart. **Only (2) containers allowed per address.**
- The County will **not** be held liable for containers currently owned by residents.
- Residents are required to use approved trash containers in order to ensure compatibility with our equipment.
- Carts should be in place by 7:00am or the night before your pickup day. Carts must be removed the same evening as your pickup day. **Your pickup day will remain the same for a few months, but due to the new automated method of pickup your pickup day is subject to change. The new method is much faster and allows us to serve more customers in one day. You will be notified if your pickup day changes.**
- All items should be **bagged** and securely tied inside cart. The lid on the cart must be **closed flat.**
- **Do not** place hot or warm ashes, batteries, paints, solvents, appliances, air conditioners, acid, rubber tires, pesticides, insecticides, metal pipes, plastic pipes, plumbing fixtures, building materials such as scrap lumber, plaster. Roofing, concrete, carpet, brick, sand, dust or other flammable liquids in the cart. Also, **do not** put **Hazardous** materials like chemicals, used oil or medical waste in cart. Items of question to be put in cart, please call. **Cameras** are mounted on truck to assist driver in detecting items that could cause damage to the truck. Residents who are found placing such items that cause damage to the truck will be held liable for the damage and responsible for all expenses.
- Notify the Solid Waste Department if your cart is broken, damaged or stolen.
- **All** trash must be in can and **not** on top or on the ground beside can.
- If residents have two cans, maintain 3 feet between containers. Cans must be kept 3 feet from any object.(mail boxes, poles, signs)

If for any reason our staff incurs difficulty dumping your container they are equipped with a notification form and they have been instructed to attach the form to the container that has posed the difficulty. This is just to let you, the user, know how to enable us to service you quickly and efficiently. Sometimes even the smallest detail can make the biggest difference.

Solid Waste Department

615-374-9574

DATE _____ ADDRESS _____ DRIVER _____

**IN ORDER TO BETTER SERVE YOU,
WE NEED YOUR HELP**

This is the only way we have to let you know of a problem with your garbage can. Please note that failure to correct the following issue can result in interruption of trash service.

_____ Please place garbage container closer to road.

_____ Please do not place garbage container in ditch.

_____ Please do not place rocks, concrete, tires, or dirt in garbage container. The City does not accept these items. Tires can be taken to our local convenience center.

_____ Please do not place brush and limbs in garbage container.

Please do not call in for brush pickup.

We offer a brush pick up twice a year in the Spring and Fall. This seasonal offer last for a week at a time, with the exception of storms.

_____ Please place garbage container at the street by **7:00am**, regardless of what time your trash is "normally" picked up. Sometimes we use a different driver and you could get missed.

_____ We can no longer dump your garbage container. It must be replaced. The City does furnish one garbage container. One additional can is allowed and can be purchased at City Hall and will be delivered after payment.

_____ You are required by City Code to place all garbage **inside** your city or city-approved garbage container. If two garbage container's will not hold one week's garbage, you are required to seek commercial collection.

_____ Please be advised that three notices have been written to you concerning your excess trash (trash not in your container). We will no longer pick up any excess trash outside your container.

_____ Please do not place your can **in the street**. Place it behind the curb.

_____ Please allow 3 feet between trash container and all other objects/please place containers 3ft apart.

_____ Please place cart handles towards house.

_____ Please place garbage container at least 3ft from mailbox.

_____ City code requires your curbside rollout cart (garbage container) to have a lid and that the lid be closed.

_____ Other _____

Hartsville/Trousdale Sanitation Department
(615) 374-9574

ORDINANCE #151-2017-16

**AN ORDINANCE TO INCREASE ALL URBAN SERVICES CUSTOMERS
DOOR-TO-DOOR TRASH COLLECTION FEES**

WHEREAS, the current door-to-door trash collection fee charges are as follows:

Service 1	time per week	\$16.00	per month	Residential Customers
Service 1	time per week	\$18.50	per month	Business Customers
Service 2	times per week	\$23.50	per month	Business Customers
Service 3	times per week	\$26.00	per month	Business Customers
Service 4	times per week	\$27.50	per month	Business Customers
Service 5	times per week	\$29.00	per month	Business Customers

WHEREAS, there is a need to provide for safe and efficient trash collection services for these customers and to better capture the cost of providing these services; and

WHEREAS, the Hartsville/Trousdale County Budget Committee has recommended that this purchase be funded through a three-dollar (\$3.00) increase of the door-to-door trash collection fee for all customers, business and residential.

NOW, THEREFORE, BE IT ORDAINED that the monthly door-to-door trash collection fee is increased in each service category by three dollars (\$3.00) per month, said fee to continue to be collected through the water and sewage billing by the Hartsville/Trousdale Water and Sewerage Department. The fees to be as follows:

Service 1	time per week	\$19.00	per month	Residential Customers
Service 1	time per week	\$21.50	per month	Business Customers
Service 2	times per week	\$26.50	per month	Business Customers
Service 3	times per week	\$29.00	per month	Business Customers
Service 4	times per week	\$30.50	per month	Business Customers
Service 5	times per week	\$32.00	per month	Business Customers

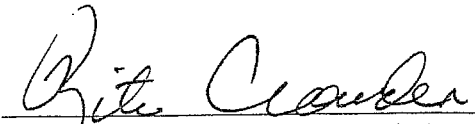
BE IT FURTHER ORDAINED that this increase shall be effective on **January 1, 2018**.

First Reading:	<u>September 25, 2017</u>	YES <u>16</u>	NO <u>1</u>	ABS <u>1</u>	M <u>D. Nollner</u> m <u>R. Johnson</u>	PASSED
Second Reading:	<u>October 23, 2017</u>	YES <u>16</u>	NO <u>2</u>	ABS <u>1</u>	M <u>Claridy</u> m <u>R. Johnson</u>	PASSED
Third Reading:	<u>October 23, 2017</u>	YES <u>17</u>	NO <u>2</u>	ABS <u>1</u>	M <u>Gregory</u> m <u>Whittaker</u>	PASSED

Approved:


Mark Beeler, Commission Chairman

Attest:


Rita Crowder, County Clerk