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**SANITATION COMMITTEE MEETING MINUTES
JANUARY 22, 2019**

Present: Committee members Michael O'Donnell, chairman; Nick Nunnari and Dennis Sullivan.

Also present: Council President Michael Killeen; Council members Lynda Appel, Ken Brady and Mark Getsay; Service Director Paul Quinn; Services Administrator Matt Heyduk; and Purchasing Director Larry Surber.

The meeting was called to order at 7:12 p.m. to discuss the draft of the request for proposal bid requirements for city waste collection, disposal and recycling.

Mr. Quinn highlighted the proposed options for either a hybrid collection method with continued manual waste collection and automated recycling carts or fully automated waste and recycling collection carts. Mr. Quinn also highlighted requests received from condominium associations wishing to participate with the city provider as an option.

During a question and answer session with council members, Mr. Quinn clarified the 5-day versus 4-day pick-up alternatives, the option to gradually automate recycling and keep manual rubbish, a fully automated option, and a strategy to educate residents on waste collection and recycling changes.

Mrs. Appel asked about best practices from other westshore communities that are already fully automated, concern for elderly residents and their ability to manage carts in snow, and large residential overflow each week. Mr. Quinn shared data from adjacent communities about communication methods, smaller carts for elderly and the need to address an average of 434 move outs per year.

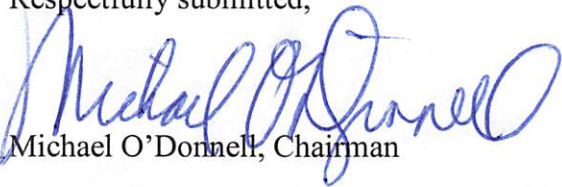
Mr. Killeen inquired about costs of extra carts for residents and clarification on once-per-month bulk pick-up and overflow rubbish collection as a result of residential one-time events. Mr. Quinn advised that residents with rubbish that exceeds one cart for rubbish and/or recycling each week would be required to acquire additional carts. Examples of once-a-month large bulk items include appliances, furniture and materials from light home construction projects. Examples of one-time residential events include rubbish from graduation parties, clambakes, holiday parties, home sale move outs and flooding events.

Mr. Sullivan requested that, in addition to the hybrid and fully automated collection approaches, a fully manual recycling and rubbish approach be added as a bidding option. Other discussion involved a follow-up with the Westlake law department to review complaint tracking, penalties for contract violations and private condominium associations' opt-in pricing options.

Mr. Quinn advised that the bid specifications would be revised and an updated proposal would be distributed to Council before being published for bidding. The proposed timeline for going out to bid will be mid-February. Mr. Quinn is planning on several months of public education on any changes before the contract expires July 31, 2019.

There were no further presentations made or discussion, and the meeting was adjourned at 8:27 p.m.

Respectfully submitted,



Michael O'Donnell, Chairman