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**RESOLUTION NO. 19-**
City Council

**RESOLUTION APPROVING A COMMUNITY COLLECTION EVENT (EARTH DAY) FOR HOUSEHOLD HAZARDOUS WASTE WITH CEDAR RAPIDS/LINN COUNTY SOLID WASTE AGENCY**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, to approve a Community Collection Event for Household Hazardous Waste on April 27, 2019 from 9:00 A.M. - 11:00 A.M., with Hiawatha paying the cost for Solid Waste Agency labor and mileage required for the event (estimated total $997.00). The following items are acceptable materials for collection:

Adhesives, glue, resin
Rechargeable batteries (NiCad, NiMH, Lithium, Li-ion)
Brake fluid
Wood preservative
Compact fluorescent bulbs
Fluorescent bulbs
Degreaser
Furniture polish
Gasoline
Herbicides (weed killer)
Kerosene
Solvents & varnishes
Metal polish
Bug sprays
Oil based paints
Pesticides (insect killers)
Herbicides (weed killers)
Spray cans
Stain remover
Stains & thinners
Kitchen & bathroom cleaners
Used oil and oil filters
Floor care products

*ITEMS NOT ACCEPTED: LATEX PAINT, AMMUNITION AND EXPLOSIVES, APPLIANCES, BICYCLES, SCRAP METAL, TIRES, YARD WASTE/BRUSH, AND GARBAGE.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign the Memorandum of Understanding with Cedar Rapids/Linn County Solid Waste Agency.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 6th day of March, 2019.

_____
Bill Bennett, Mayor

ATTEST: _____
Kari Graber, Deputy City Clerk

## K Graber

**From:** Shawn Obert
**Sent:** Monday, February 11, 2019 4:03 PM
**To:** K Graber
**Subject:** Memorandum of Understanding & Cost Estimate
**Attachments:** Memo of Understanding.pdf

Kari,
I have attached the Memorandum of Understanding. I have also detailed a cost estimate below. The Agency will invoice the City of Hiawatha the labor and mileage we incur for completing the Household Hazardous Mobile Event. Please e-mail me a copy of the Memorandum of Understanding once you get a signature. Please let me know if you have any questions.

Cost Estimate

| | |
|---|---|
| Environmental Specialist Regular Time- 1 hour to prep trailer and prepare for HHM event | $50.00 |
| Environmental Specialist Over Time- 7 Hours for travel time, event time, and unloading time | $525.00 |
| Environmental Specialist Regular Time- 4 Hours for processing materials | $200.00 |
| Laborer Regular Time-4 Hours for travel time and event time | $200.00 |
| Mileage-20 miles at $1.10 per mile | $22.00 |
| Estimated Total | $997.00 |

Thanks,

SolidWaste Agency
Cedar Rapids • Linn County
living. together. green

Shawn Obert
Environmental Specialist
Cedar Rapids/Linn County Solid Waste Agency
1954 County Home Road
Marion, IA 52302
Ph # (319) 377-5290
Fax#(319) 377-5480

**MEMORANDUM OF UNDERSTANDING**

**This Memorandum of Understanding is entered into on this 11th day of February by the Cedar Rapids Linn County Solid Waste Agency (the Agency) and the City of Hiawatha (the City).**

WHEREAS, the parties wish to conduct a household hazardous materials mobile collection event

NOW THEREFORE, the parties hereto agree as follows:

**SECTION 1** A household hazardous material mobile collection event will be conducted on the following date, time, and location.

Date: April 27th, 2019
Time: 9:00am-11:00am
Site: 1410 Robins Rd. Hiawatha, IA 52233

**SECTION 2** The household hazardous material mobile collection event will be conducted at no charge to participating residents of Hiawatha. The City will pay the Agency for all labor costs incurred by the Agency. The labor costs will include prep, travel, event, unloading, and processing time. The City will pay the Agency for mileage costs. The mileage costs will include the mileage to and from the event. The Agency will issue the City an invoice for those costs. The Agency has provided the City a cost estimate with the estimated costs of the labor and mileage for the event.

Hazardous material from a business will **not** be accepted at this event. This includes but is not limited to government agencies, farms, contractors, and non-profits. A VSQG business packet will be handed out to any business showing up to the event. For more information on the VSQG business program please contact, Shawn Obert, the Agency's Environmental Specialist at (319) 377-5290 ext. 112.

Large loads of eligible material will be directed to the Agency's hazardous materials area in the Resource Recovery building. The facility is located at 1954 County Home Rd. Marion, IA 52302. This decision will be made by the Agency staff present at the event.

**SECTION 3** Responsibilities of the Agency include:

1. Provide trained and qualified staff to assist with the event.
2. Provide containers, transportation, storage, and disposal for the household hazardous material collected at the event.
3. Provide training to the event volunteer
4. Offer the following protective equipment to the volunteer: Tyvek suit, Vinyl apron, Nitrile gloves, and Safety glasses.
5. Provide signs and traffic cones to direct residents through the event site.

**SECTION 4** Responsibilities of the City include:

1. Identify a municipal representative for the event. This person will communicate and coordinate with the Agency as well as the event volunteer the day of the collection event.
2. Provide 1 adult volunteer (18+) to work at the event from 30 minutes prior to the start time of the event until cleanup is finished.
3. Provide advertising/promotion for the event. Provide traffic control if needed.
4. Provide adequate space at the event for the Agency's truck, trailer, and operational set up.

**Municipal Representative:**
The City's representative for the mobile event is responsible for providing a volunteer, informing the local fire department, and emergency responders of the event's time, date, and location. It is important that the representative is available for the event.

**Volunteer:**
This event will require one volunteer. The volunteer should arrive at the event site 30 minutes prior to the beginning of the event and should remain afterwards to assist with cleanup. Volunteer is encouraged to wear safety toe shoes. Open toed shoes or sandals will not be permitted.

A volunteer is needed to fill the role of **Greeter**. This individual will greet the participant, inform the participant to remain in the vehicle while being unloaded and direct the participant to the unloading area. They will keep track of how many participants are coming to the event and may hand out Agency informational materials.

**No Smoking** is allowed in the unloading area.

**City of Hiawatha**

Name & Title: _____

Signature: _____ Date: _____

**Cedar Rapids Linn County Solid Waste Agency**

Name & Title: Karmin McShane, Executive Director

Signature: Karmin McShane Date: 2/11/19

Solid Waste Agency
Cedar Rapids Linn County

**Hazardous Material Collection Mobile Event Guidelines**

**Acceptable Materials:**
Adhesives, Glues, Resins
Brake Fluid
Bug Sprays
Compact Fluorescent Bulbs
Degreaser
Floor Care Products
Fluorescent Bulbs
Furniture Polish
Gasoline (need to bring in a container you can leave with us)
Herbicides (Weed Killers)
Kerosene (need to bring in a container you can leave with us)
Kitchen & Bathroom Cleaners
Metal Polish
Oil Based Paints
Pesticides (Insect Killers)
Rechargeable Batteries (NiCad, NiMH, Lithium, Li-ion)
Spray Cans
Stain Remover
Stains & Thinners
Solvents & Varnishes
Used Oil & Oil Filters
Wood Preservative
Weed Killers

**LATEX PAINT WILL NOT BE ACCEPTED**
Residents can take their latex paint to the Agency's Hazardous Materials Area inside the Resource Recovery building from 7:00am-4:30pm Monday thru Saturday. **An appointment is no longer needed for the drop off of latex paint or any household hazardous material.**

**AMMUNITION & EXPLOSIVES WILL NOT BE ACCEPTED**
Residents can call the Linn County Sheriff's Office at (319) 892-6100



1954 County Home Road Marion, Iowa 52302 Phone (319) 377-5290 Fax (319) 377-5480 www.solidwasteagency.org