

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: October 27, 2025

FROM: Josh Russell, Public Works Director

SUBJECT: Renewal of West Tennessee Regional Recycled Material Intergovernmental Agreement

INTRODUCTION:

The purpose of this agenda item is to approve the renewal of the Recycle Material Processing Intergovernmental Agreement with West Tennessee Regional Recycling Hub for an additional twelve (12) month period.

BACKGROUND:

The Sanitation Division collects approximately 2,000 tons of curbside household recycling material annually from Town residents. Once collected, recycle material is delivered to the Town's transfer station and then transported via tractor trailer to be processed. On average, the Sanitation Division transports four (4) loads per week averaging ten (10) tons per load.

DISCUSSION:

On August 12, 2019, the Mayor and Board of Alderman approved an intergovernmental agreement with West Tennessee Regional Recycling Hub for the processing of Town curbside recycle material. This agreement term is for five (5) years with an option to renew for an additional five (5) (twelve month) renewals. This is the second renewal of this intergovernmental agreement.

West Tennessee Regional Recycling Hub has performed satisfactory over the past twelve months, and Public Works staff recommend the intergovernmental agreement be renewed for an additional twelve (12) month period. There will be no increase with this renewal.

BUDGET IMPACT:

FY 2026

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
125	43200	299-01	Recyclable Material Processing Fee	\$100,000.00	\$20,443.80	\$79,556.20	\$0.00	N/A

ATTACHMENTS:

[FY25-26 Solid Waste Department Contract Renewal.pdf](#)

PROPOSED MOTION:

To renew the Recycle Material Processing Intergovernmental Agreement with West Tennessee Regional Recycling Hub for an additional twelve (12) month period.

Board Action: Motion By_____ Seconded By_____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						