

**THURSTON COUNTY  
SOLID WASTE ADVISORY COMMITTEE  
Meeting Minutes of November 6, 2019  
9605 Tilley Rd. S., Suite C, Olympia, WA**

<b>ROLL CALL:</b>		<b>Alternate (A)</b>
		<b>Excused (E)</b>
		<b>Not Present (NP)</b>
		<b>Present (P)</b>
<b>Members/(Alternates)</b>	<b>Interest/Organization</b>	
Jim Cooper ( <i>Gary Franks</i> )	City of Olympia	P
Gary Edwards	Thurston County Commissioners' Office	P
E.J. Zita ( <i>Joe Downing</i> )	Port of Olympia	P
Joan Cathey	City of Tumwater	E
Michael Steadman ( <i>Lenny Greenstein</i> ) (Chair)	City of Lacey	P
Dave Watterson	City of Tenino	P
E.J. Curry	City of Yelm	P
Greg Schoenbachler	District #1, Citizen Representative and Agricultural Representative	P
Burton Guttman	District #2, Citizen Representative	P
Renee Radcliff Sinclair (Vice Chair)	District #3, Citizen Representative	E
Delroy Cox ( <i>John Cox</i> )	Industry Representative – Refuse	E
Chad Sutter	Industry Representative – Recycling	E
Daniel Venable	Business Representative	NP

**Staff Present:** Jennifer Walker, Karen Weiss, Gerald Tousley, Darin Zenkner, Matt Balder, Chris Helmer, Amanda Romero, Colleen Minion, and Angela Celestine – Public Works; Art Starry and Patrick Soderberg– Public Health and Social Services.

**Guests Present:** Peter Guttchen, Peter Lyon and Stacey Calloway – Department of Ecology; Jeff Harwood – LeMay/Waste Connections; Steve Gilmore – Republic Services; Wendy Mifflin – HDR Engineering, Inc. (HDR), Gary Franks – City of Olympia, Gretchen Helpenstell – The Evergreen State College.

**1. CALL TO ORDER**

The November 6, 2019 Solid Waste Advisory Committee (SWAC) meeting was called to order at 10:03 am by the Chair Michael Steadman.

**2. APPROVAL OF AGENDA/MINUTES**

Michael proposed amending the November 6, 2019 agenda by moving the Solid Waste Financial Overview from the 4<sup>th</sup> item to the 2<sup>nd</sup> item of business. Jim Cooper made a motion to approve the Agenda as amended; Zita seconded. The committee voted and unanimously approved.

Burt Guttman had a correction to the Minutes from October 2, 2019. Dave Watterson was marked as excused; the Minutes reflect he was present. Dave moved to approve the corrected Minutes; Jim seconded the motion. The committee voted and unanimously approved.

### **3. PUBLIC COMMENTS**

Jennifer Walker, Public Works Director, gave an update on the recruitment for a new Solid Waste Manager, noting it has been challenging finding the right fit. The position is open until filled.

### **4. NEW BUSINESS**

#### County and Department of Ecology (DOE) Meeting Update Regarding the Solid Waste Management Plan (SWMP).

Jennifer shared that the County and DOE had a meeting discussing differences in perspective moving forward with the SWMP. Jennifer stated the DOE would not approve the SWMP unless the Cost Assessment from the Washington Utility and Transportation Commission (WUTC) was updated, which would trigger the 120-day preliminary review process again. Jennifer said to best determine next steps, in coordination with internal legal counsel, the County will be seeking Board approval for outside legal counsel with expertise in this area. Jennifer told the committee the County would not be asking the SWAC to approve the SWMP at this time. Michael inquired about the timeline for a Cost Assessment. Wendy Mifflin indicated it could be about a four week turn around. WUTC is mainly interested in rate increases that would affect haulers. Wendy mentioned the WUTC will be updating their Cost Assessment questionnaire and guidelines, but the DOE said the Cost Assessment can be submitted under the old guidelines since the update would occur during the DOE's 120-day preliminary review of the SWMP.

#### Solid Waste Financial Overview.

Karen Weiss, the Financial and Asset Manager and Interim Solid Waste Manger, provided a high-level summary of the Solid Waste division's financial picture including budget, revenues and expenditures as well as providing an ending fund balance projection through 2030 at current revenue rates. Karen pointed out that most of the revenue generated was through garbage tipping fees, and professional services comprised approximately three quarters of expenditures. She explained Capital Project expenditures were being funded by reserves, as intended.

Karen and Jennifer referred to a solid waste data and statistics report distributed for the meeting, explaining that moving forward the report would be provided monthly. They asked for feedback regarding the report's format. The SWAC generally agreed the format was useful.

#### SWMP Approval.

Approval of the SWMP was tabled.

### RFP Development Considerations.

Karen stated that the RFP evaluation committee met for the first time on October 21, 2019. She asked for SWAC's input on items of consideration in developing the RFP. Michael voiced concerns about challenges filling positions in the current economy and the budgetary effect it may have; Gary Edwards concurred. Jim mentioned the RFP should include language that considers potential economic recession in the future, noting the SWAC would like input from industry representatives before final development of the RFP.

### Education and Outreach Update on Master Recycler and Composter (MRC) Training.

Colleen Minion, Recycling and Waste Reduction Specialist, gave a brief overview of the 2019 MRC volunteer training. Colleen explained that the Washington State University Extension master recycler and master composter education and outreach programs are combined. Colleen commented that the recycling training provided is tailored to solid waste education and outreach needs as well as volunteer interests. Volunteers are required to do 20 hours of solid waste outreach service annually after completing the training. Colleen mentioned that the training occurs annually, and the solid waste educators regularly update curriculum.

### Waste and Recovery Center (WARC) Drone Survey.

Darin Zenkner, the County Surveyor, and Matt Balder, Design Engineer, shared the results of the baseline drone survey conducted at the WARC. Darin explained the purpose was to gather baseline data on differential settlement. Matt described how the data was collected, showed the drone imagery, and demonstrated some of the interactive features of the map.

### Capital Facilities Projects (CFP) Update.

Chris Helmer, Capital Project Manager, provided an update to the CFP project timeline and preliminary budget. Chris said the kick off meeting to address the Supervisory Control and Data Acquisition (SCADA) and Flare systems was held November 1, 2019. Chris commented that the Rochester and Rainier Drop-Box Facilities renovation have been put on hold pending a life cycle cost analysis. Chris gave an overview of other planned projects in 2019-2020.

## **5. OLD BUSINESS**

### Update to the SWAC 2019 Work Plan; assign meeting topics for December of 2019.

The SWAC decided to not to have a meeting December. Since the January 2020 meeting date was scheduled on a holiday, the SWAC requested a poll be sent out by staff to set the next date.

## **6. ROUNDTABLE DISCUSSION**

Jim requested a staff report or summary be added to the agenda along with agenda item descriptions.

Michael made a motion to adjourn the meeting; Zita seconded. The committee voted and unanimously approved. The November 6, 2019 SWAC meeting adjourned at 11:24 am.

The next SWAC meeting is scheduled for January 9, 2020 at 10:00 a.m. located at 9605 Tilley Rd. S., Building A, Dispatch Room, Olympia, WA 98512.

*Audio files of these meeting minutes are available upon request.*