



Josephine County
Solid Waste Agency

**JOSEPHINE COUNTY / CITY OF GRANTS PASS
SOLID WASTE AGENCY
MEETING MINUTES
January 17, 2017**

Meeting convened at 3:07 P.M.

Agency Board Members Present:

Rob Brandes
Lora Glover
Rick Riker
Connie Roach
Dave Reeves
Brad Carlson

Agency Board Members Absent:

Mike Bollweg

Others: Dave Marland, Master Recycler
Jeff Reed, Republic Services, Operations Manager
Shea Sigafos, Southern Oregon Sanitation
Trent Carpenter, Southern Oregon Sanitation
Scott Lindberg, City of Grants Pass

Staff: Jason Canady, Operations Officer
Linda Gay, Minute Recorder

Rob Brandes called the meeting to order at 3:08 p.m. There was a quorum so the meeting proceeded.

1. Approval of minutes from November 15, 2016 meetings.

Dave Reeves made a motion to approve the meeting minutes from November 15, 2016. Lora Glover seconded the motion. Motion approved 6-0.

2. Approval vote for one expired term for SWA Budget Committee member

Layne Lange's Budget Committee membership expired December 2016 and requested to continue service via an email request. Rick Riker made a motion to approve Layne Lange to serve another term on the Solid Waste Agency Budget Committee. Dave Reeves seconded the motion.

Motion approved 6-0.

3. Managing Agency items for the new FY18 Budget – Jason Canady

Jason stated there should be an appointment by the Board to select the Solid Waste Agency Budget Officer. Jason informed the Board he would be very happy to be continue as SWA Budget Officer. Rick Riker made a motion to appoint Jason Canady as the FY18 Budget Officer for the Solid Waste Agency. Lora Glover seconded the motion. Motion approved 6-0.

Jason presented a draft of the FY18 Budget Calendar to the Board. Rick questioned one of the calendar items, "Project Ideas to Budget Officer" held on February 21, 2017 and asked if it would require a vote. Jason said it does not and that he is looking for next fiscal budget ideas that haven't been listed in the past to be part of the budget process for next year so those funds can be appropriately allocated. Rick will not be able to attend the February SWA meeting and requested that any projects that are sent to Jason also be copied to him. Jason said if any suggestions are made he would appreciate a suggested dollar amount be included and it does not need to be a formal presentation.

Jason also presented to the Board the SWA audit for 2016. The auditors did not find any deficiencies in their annual report of the Solid Waste Agency. Jason commended the City of Grants Pass' Finance Director with keeping their accounting books in order, paying bills and documenting all transactions. Jason said that funding requests that are approved by the SWA Board are being represented to the board with actual invoices for the work or project that was done. This is a good policy for tracking which auditors and the City Finance Office approves.

Trent requested an electronic copy of the Josephine County Solid Waste Agency Annual Financial Report ending in June 30, 2016. Jason responded that he would email it to him. Rob wondered how long we have used EideBailly as our financial auditors and Dave Reeves told him we rotate companies every few years, as a good practice even though there is no law requiring it be done.

The last item regarding the budget was the First Quarter Financials that were presented by Jason. Jason mentioned that the First Quarter Financials beginning Fund Balance was a little high this year due to the Environmental Protection Fees as they are hard to predict in the actual receiving. So every so often the Budget has to be amended.

4. Kerby Landfill Project Update – Rob Brandes

Rob stated he had a meeting with Dave Ashe and another representative from DEQ and that it was acceptable to use the City of Cave Junction's biosolids. Rob is now

doing a cost analysis to see if it makes sense to use the biosolids directly from CJ or if they are going to purchase a press to make the loads lighter, but then using the sludge makes it easier to spread on the Cap at the Kerby Landfill.

The City of Cave Junction was looking at an auger and the cost was about \$250,000 to purchase it. Jason mentioned that any Wastewater equipment is expensive. The City of CJ will have to weigh the benefits of purchasing one and if it will be of use for the future. If purchased there would be fewer trips on trucking by not having to haul liquid biosolids. Currently, the biosolids are in a pond and removal would be liquid. Rob is hoping to use an auger to dewater the liquid by as much as 35% and that would reduce trucking costs.

Rob said they are planning to do an acre test plot on the Cap sometime this year. Rob also mentioned that the Landfill has a lot of theft and people that go in overnight to drag out items. There has been a lot of vandalism at the landfill and hard to detour people from digging through items. Rob said that since there is so much trash around the location, he is planning to hire the Community Corrections people for a day to clean it up.

5. Other Business

- **Kerby Landfill Contract**

Trent stated that the original Kerby Landfill Contract is from 1994 is in dire need of an update. Trent said there was no SWA or Environmental Protection Fees at the inception of the contract at that time. Therefore, he thinks it is necessary to create a new contract that will be current by redrafting a new contract for the Kerby Transfer Station that would address the EPF and then governed by the Solid Waste Agency.

Another matter brought up by Trent is that the Kerby Transfer Station has the same rate structure as the City and Merlin Transfer Stations, even though it is the furthest away. Trent stated that currently it costs more to haul from the Kerby Transfer Station than for the other transfer stations. Trent would like to see an increase to cover the hauling and time to haul in trailers at night because of vandals and the break-ins and that the rates have not changed since 1994. Trent said it would be optimal to increase the rate and require a minimum, which would cut done on people that drop off one or two bags or one or two items. It would be fewer trips but more items and make it more manageable at the Landfill.

Dave was concerned that if rates go up at the Landfill people would start dumping in other locations. Trent noted that in Douglas County Transfer Station was free for dump off and it did not stop the trash from being dump at other than the landfill. Rick Riker requested a copy of the draft agreement from Trent if he could send it to him.

Jason stated he spoke to the City Attorney, Mark and he wanted to see the Franchise Agreement with amendments to the original, not a newly drafted

agreement. Jason said there a good portion of the agreement that needs amending, such as times of the operations and publication methods for those times.

Trent would like to see all of agreements for the agencies agree with each other and Trent was going to attempt to clean up the Josephine County Agreement first.

- **Opportunity to Recycle – Jason Canady**

Jason stated the Opportunity to Recycle reports are due from the waste haulers and that we would like to consider staying with the Alternative Recycling Program or using the new DEQ Recycle Rules which will be in effect in 2018, but the decision and letter needs to be sent. The waste haulers would like to get together with Jason to discuss what is best for the City. The current Alternative Program will expire this year unless we reapply with DEQ.

- **Travel Trailers – Jason Canady**

Jason stated it is becoming an issue with abandoned travel trailers throughout the City and the County. Jason said that it is hard to track down the owners of these trailers that are in disrepair and not very road worthy. These trailers very lived-in and there is no resale on these trailers so the wreckers will not pick them up and they contain hazardous materials, which would require a permit to haul, costing several thousand dollars. Public Safety approached the Solid Waste Agency to see if they could help with the cost of removal for at least that are located in the City. It is difficult to locate the owners and if one is located, they state that they have sold it. Rick Riker stated the Daily Courier has a free section in the want ad in the paper that we could utilize. However, without a title to the property, legally we cannot do that and if there is an owner they do not want to pay the money to have it hauled away, therefore it is abandoned. We can file for lost title, but that is very time consuming and we will incur the cleanup debt.

Jason wanted to bring this matter before the Solid Waste Agency Board to see if there would be an interest in funding the removal of these vehicles, as there is funding available for tire events, further stating that the cost of removal is close to \$2-3,000 and up. Jason said that the abandoned trailers are limited per City Code on where they can be stored, which is industrial property only. Brad recommended this could problem could be presented to the SWA on a case-by-case basis.

- **Spaulding Area Grant – Scott Lindberg**

Scott Lindberg submitted a grant request to the Environmental Protection Agency for the Grants Pass Brownfields Area-Wide Planning Proposal and Application for Funds for \$200,000. Scott received approval for this grant, which will help do an area wide planning of the Spaulding 7 Son, Inc. sawmill site. Scott is working directly with the EPA to develop a work plan and the SWA would be involved as a technical advisory board and used as a public forum for discussion of proposed plans. Scott is hoping to have the plan in place within the current fiscal year.

Scott said the final document that will be submitted to the EPA will include all available information, existing condition, identifying partners and stakeholders and

potential resources and compile it into a final document that will be used to strategically guide activities to necessary to implement the community's needs for environmental health and economic development. This plan will look at infrastructure needs and deficiencies and help make this property "turn-key."

6. Agenda building for next meeting February 21, 2017

1. Project ideas to the Budget Officer
2. Funding Request Drug Take-Back Kiosks– Ed Burke

Adjourn 3:43 p.m.

UPCOMING EVENTS:

Spring Leaf pickup, subscription service only – April 17 – May 5, 2017

Earth Day – April 22, 2017

Household Hazardous Event – Jackson County May 7, 2016

Prescription Drug Take-back – TBA