



Josephine County
Solid Waste Agency

**JOSEPHINE COUNTY / CITY OF GRANTS PASS
 SOLID WASTE AGENCY
 MEETING MINUTES
 March 21, 2017**

Meeting convened at 3:02 P.M.

Agency Board Members Present:

Rob Brandes
 Lora Glover
 Connie Roach
 Dave Reeves
 Rick Riker
 Travis Robbins (3:08 P.M.)

Agency Board Members Absent:

Brad Carlson

Others: Ed Burke, Sgt. Grants Pass Dept. of Public Safety
 Todd Moran, Lieutenant, Grants Pass Dept. of Public Safety
 Jeff Reed, Republic Services, Operations Manager
 Shea Sigafos, Southern Oregon Sanitation
 Trent Carpenter, Southern Oregon Sanitation
 Scott Lindberg, City of Grants Pass
 Dave Marland, Master Recycler
 Gary Penning, Rogue Disposal & Recycling

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

Rob Brandes called the meeting to order at 3:02 p.m. There was a quorum so the meeting proceeded.

1. Approval of minutes from February 21, 2017 meeting.

Rob Brandes requested one clarification be added to the meeting minutes for the cost of removal of the travel trailer and that price is assuming that there is no hazardous waste. It was noted. Dave Reeves made a motion to approve the

meeting minutes from February 21, 2017. Connie Roach seconded the motion. Motion approved 5-0.

2. Funding Request for one Drug Collection Unit – Ed Burke

Ed provided the Board with a presentation to request funding for a Drug Collection Unit that costs \$695. Ed explained that the unit is a secure metal box placed in various locations for people to drop off unwanted or no longer needed drugs and medications. The drugs/medications go into the bin and then drop down into a secured container. Collection Units will help keep drugs and medications out of the landfills and from being flushed down our wastewater system.

Ed is electing to purchase the MedReturn II Drug Collection Unit for \$695. The price is for fabrication and includes shipping. Ed plans to place the unit at the Parkway Fire Station on East Park St., which will be more readily accessible to people south of the river. Public Safety has a similar unit placed in the lobby of the Grants Pass Dept. of Public Safety and is well used. According to Ed, in 2015, they pulled 1,000 pounds out of the drug takeback box along with the biannual Drug Take Back event held by DEA. In 2016, there were 1400 pounds, and so far, for 2017 they have collected 175 pounds out of the collection box.

The Drug Collection Unit at the Police Station is emptied every Monday and with the addition of a new unit, it will be on the same schedule. The Community Service Officer empties the box, packages the drugs and takes it to the Public Safety Evidence Facility where it is logged by weight and stored until the biannual burn date, which is one to three times a year, depending on how much is collected. Any collections that are in the DEA takeback box are shipped directly back to DEA.

Once this new Collection Unit arrives Ed would like to do more advertising on social media in the hopes to gather more drugs or unused medication from the public. The box will be more convenient for people south of the river and will be available any time the Fire Station is open. Rick Riker made a motion to approve the Drug Collection Unit purchase. Lora Glover seconded the motion. Motion was approved 5-0.

3. Funding Request, Annual Code Enforcement Presentation – Ed Burke

Ed provided a presentation for his funding request for the annual Code Enforcement Abatement for FY18. He is requesting the same amount requested in FY17 of \$35,000. Code Enforcement comprises of handling environmental waste, littering calls, removal of hazardous materials, the drug takeback program and disposal, residential and industrial clean-ups, abandoned/inoperable vehicles, transient camps and RV trailer disposal. Ed stated the amount was calculated by reviewing past statistics and forecasting approximately 250 calls that will require an officer and

actual abatement where money is spent and disposal is necessary. Ed calculated cleaning up each abatement costs approximately \$2500.

Last calendar year the cost was \$51,000 and looks to be the same for 2017. Ed showed photos of prior abatements and the clean-up effort using the new ordinance, *Chronic Nuisance Property 5.12.121* for one piece of property. This particular property had accumulated processing and legal fees due to a squatter that had been there for quite some time after the property had been foreclosed. A lien has been placed on the property but it will take a while before the money is back in the account and will include interest and administrative fees.

Ed continued his presentation by discussing a new abatement trend and that is the removal of blackberry bushes. According to the State of Oregon, they classify blackberry bushes as noxious weeds, so Ed stated that after months of calls from one citizen complaining that the neighbor's blackberry bushes were coming over the fence he went out to look at the situation. The blackberry bushes had completely covered the citizen's yard, fence and back property. It became necessary to abate those blackberry bushes and the homeowner received a bill for the work.

Another example of clean up that the Community Service Officers do is remove graffiti. One home that was foreclosed was covered with graffiti; windows, doors and even had graffiti on the roof. Ed gave several other examples of clean ups that the City does and even included some solid waste issues. Dave Reeves made a motion to approve the funding request of \$35,000 for the Annual Code Enforcement. Rick Riker seconded the motion. Motion was approved 5-0.

There was a brief introduction of the newest Board Member assigned from Cave Junction, Travis Robbins.

4. Funding Request, Josephine County Material Recover Facility – Trent Carpenter

Trent furnished the Board with a presentation regarding the closure of Aspire discussed in last meeting and the necessity of building a new Material Recovery Facility (MRF) in Josephine County. Trent stated that according to ORS 459A it mandates that the City of Grants Pass have a curbside-recycling program in which both Republic and Southern Oregon Sanitation (SOS) provide through the franchise agreement. Trent estimated that there are about 16,000 households included in the City and Urban Growth Area. All of Josephine County including the City produces about 11,000,000 pounds of recycled material.

The building of a new facility, MRF was precipitated due to the closing of Aspire after a 20-year relationship. The comingle recycle material that was going to Aspire can no longer be separated, bundled and sent to market. Changes in legislative rules have mandated how a sheltered workshop such as Aspire can be run. That with the

costs of replacing their aging equipment has expedited the closure of Aspire. Currently, no waste hauler is going to Aspire and need to take recyclables to Dry Creek (Rogue Disposal) in White City. SOS still has a contract with Aspire, but as a non-profit and the failures that Aspire are facing the contract is virtually void and had been very simplistic.

SOS and Republic could continue to haul recyclables to Rogue Disposal but this is not a long-term solution. By hauling over to Rogue Disposal costs an additional \$150-250K per year for the waste hauler because of more material handling, purchasing more trailers and a longer route along with a charge to Rogue Disposal. They have been helpful with offering to open their services to the waste haulers and this is the current solution, however there is also no guarantee that Rogue Disposal will continue to handle all the recyclables, so having a local facility would give more control.

Opening up the new MRF will be easier than bringing in a new company, SOS already has the acreage next door to their current facility and has a working relationship with Republic Services. This new facility will be indoors and at a better location and be able to handle local people that may want to drop off 20 yards of cardboard, where they can just not handle that currently. Having, a local recycler presents a good opportunity for the community and the three acres next door to the current location is already zoned for the recycling use per the City planning department.

The new project costs estimate building costs of \$2,000,000 and equipment costs at \$6-900,000. SOS will be spending 2+ million for building and site improvements and is asking the SWA to approve funds to help purchase equipment. Part of equipment requests include both and small and large loader. A large loader will be used to move a large amount of material quickly. Another important piece of equipment is the baler. The baler can compress recyclables such as aluminum, cardboard, paper, and plastic into blocks, which can easily be stacked and transported to market. There are several types of balers and some have a longer life span, which needs to be taken into consideration. The Board asked Trent if he could use Aspires' baler. Trent stated that baler is non-operative and in poor condition.

Estimated Equipment Costs:

Baler	\$300-500,000
Conveyor	\$50-100,000
Loader CAT 938M	\$227,000
Forklift Hyster 906M	\$77,000
Total	<u>\$938,000</u>

The funding of this project will benefit all the citizens of Josephine County and the Solid Waste money has come from the fees already collected from the citizens at \$5/ton collected at the landfills. It gives local control the community and overall reduced costs for the ratepayers compared to direct hauling to Rogue Disposal.

Trent stated that the SWA currently has \$1.4 mil in unrestricted cash and \$871K in

the Environmental Liability Account (the rainy day fund). This brings the total of the SWA to \$2.4 mil and \$250-300K comes in as revenue from SOS and Republic Services. The SWA funds were used to pay off the dept. for post closure of the Merlin landfill and now used to maintain Marslan lagoons and Kerby landfills.

Rick inquired what the lifespan was of the equipment. Trent responded that an item like the baler is a lifelong investment and could last up to 20 years. The loader and forklift will last a long time with the proper maintenance. Rick questioned if SOS could reimburse the equipment purchases to the SWA for those expenditures. Trent informed him that the \$5 a ton from the transfer stations for the last 17 years is what the waste haulers bring in as revenue already. According to Trent, the ratepayers have already paid in collected fees and now is the time that those funds are needed and it will help to keep rates down. Rick would like to know how SOS would handle future expenses of equipment. Trent said that SOS uses a depreciation schedule depending on the life expectancy of the piece of equipment and that would cover future costs by being in the budget for the standard operating schedule.

Rob stated to the Board that all the equipment that SOS is requesting for funding is an allowable expense according to the guidelines of the Solid Waste Agency. Rob mentioned SOS is saving money for ratepayers by not having to go out and obtain a loan at 6-8% that would be added to cost of a piece of equipment.

Jason, as the Operating Budget Manager for the Solid Waste Agency, wanted to update the Board with the current budget. We have total revenue from the waste haulers of \$320-330K per year and there is \$1.7M in General Fund and \$900K in the Environmental Assurance Fund. We do have a future fund request of \$200K and around another \$100K for problems at the Merlin landfill. Josephine County will be submitting a funding request for environmental cleanups on properties. Jason wants to make the Board aware of expenditures. Money has been accumulating in the budget but it is because there have not been many funding request projects for a while, but they may be changing and many projects that will be submitted will pull those balances down significantly in the next fiscal year. Connie asked if those requests will pull the balances into the red Jason stated probably not, but he wants to be cautious. Jason is just reminding the Board that a funding request of this size will draw down the resources, but the funding is available.

Rick asked Trent if giving SOS a no interest loan but Rob informed him that as a Solid Waste Agency that would entail owning property, equipment and the franchise states the Agency cannot own equipment and that's what we would be doing. Nevertheless, it is an allowable expense and once they turn in receipts, we can reimburse those costs out of the SWA Budget.

Jason voiced his concern on how to fund the equipment, if we use the Environment Liability Assurance fund, as it states that the funds are to be saved and used for a large environmental issue. This fund comes from 15% of the EPF funds that are collected and are held in a reserve account for some unknown environmental event such as, Marslan type event or other environmental disaster that could strike our

community. Rick asked if anyone knew what other solid waste agencies would do in this situation. He was informed that the SWA is unique agency. Jason quoted the bylaw for the Environmental Liability Assurance Fund:

“SWA Budget Committee enacted in October 2001 that 15% of all revenue go into an Environmental Liability Assurance Fund with the long term intent to have sufficient resources to respond to a major solid waste related environmental issue throughout the County.”

Connie thought this funding request seems like an emergency because it is a countywide related environmental issue. Rob asked Trent if this funding request was denied would SOS continue with the project. Trent stated they would and hauling to Rogue Disposal is just a band-aid on the situation. Trent stated they would need to order the equipment as soon as possible, because it will take months for orders on big equipment to process and as soon as they know which baler to purchase the building would need to be built around the baler to accommodate it and meet state requirements. Trent stated it would probably be early 2018 before the new facility would be finished.

The Board discussed available fund resources and it was recommended that Jason speak to the City Attorney to obtain some legal advice, first can the SWA fund this request using the Environmental Liability Fund. Rob believes the funding is a good cause for the SWA because DEQ mandated the request. Jason mentioned that building the facility is not a SWA function, but the handling of the material is different. The other question that should be asked of the City Attorney is if the Board can legally use half of the fund request from the Environmental Liability Fund and half from the General Fund. The Board would prefer that option of 50/50.

Rob suggested he would like to see a letter drafted from the Board to City Council stating why funding this request is a worthy idea and would be protecting the ratepayers from another increase. Technically, the City Council is not able to direct how the Solid Waste Agency spends their funds, but the Board would like to make them aware of such a large funding request, as with the County Commissioners. Jason agreed and thinks the projected cost increase will show the savings to the ratepayers, the customers of the waste haulers.

Dave Reeves made a motion to reimburse actual expenses for material recovery equipment up to a maximum of \$900,000 with the intent that 50% of the approved funding come from the Environmental Liability contingency if that can be accomplished. Connie Roach seconded the motion.

Lora voiced concern that if the City attorney says the SWA cannot use 50% of funds out of the Environmental Liability Fund for the funding request, and then she thinks it might be too much if taken out of the General Fund. Jason stated he would rework the SWA budget with the funding request added and include any revenue projected for two fiscal years. He will get that to the Board members as soon as possible.

Rob requested a voice call on this funding request. Linda Gay proceeded with the voice call and results were:

Dave Reeves – Yes, Connie Roach – Yes, Lora Glover – Yes, Rick Riker – Yes, Rob Brandes – Yes, Travis Robbins – Abstained. Motion was approved 5-0.

- ❖ City Attorney, Mark Bartholomew approved using 50% of fund request to come out of the Solid Waste Agency Environmental Liability Contingency fund to purchase equipment by Southern Oregon Sanitation. (Added 3/27/17)

5. Funding Request, Disposal of Hazardous Abandoned Trailer – Rob Brandes

Rob presented a funding request for the disposal of a hazardous abandoned roadside trailer on Jaynes Drive, and the trailer is suspected of being a methamphetamine manufacturing operation. Josephine County contacted Safety-Kleen, a hazardous demolition and debris company and they cleaned up the mix of chemicals found in the trailer for proper disposal. This funding request is reimbursement of costs the county has already incurred. Dave stated that in the City they have taken a very aggressive stance to prosecute and fine the owners of any abandoned trailers. It was mentioned that the City has difficulty acquiring titles, so trailer disposal is difficult. Rob stated he has experienced personnel that can help locating titles and would be able to help the City. Lora Glover made a motion to reimburse expenses to dispose of the hazardous abandoned roadside trailer. Dave Reeves seconded the motion. Motion approved 5-0.

6. Addendum to Franchise agreements with Waste Haulers – Jason Canady

Jason presented a draft version of the language to be used in the Franchise Agreement for the *Hours of Operation* section. He stated this would help standardize the hours between all the facilities and it also documents how they need to 'notice' the public and at what interval they need to do the 'notice' for being closed or closing early. It also gives the facilities a day for training of staff that is a different type of closure from observed holidays. Jason stated these were good changes and should be adopted in both the City and the County franchise agreements. Rob Brandes made a motion to accept the proposed amendments to the franchise agreements as modified. Connie Roach seconded the motion. Motion approved 5-0.

7. Managing Agency Items – Jason Canady

- **Mike Bollweg Resignation – years of service plaque**

Jason stated that Mike Bollweg has given seven years of service to the Solid Waste Agency Board and he suggested it would be nice to recognize him for those years of service and his participation. Trent mentioned that in the past we have had luncheons and a plaque for recognition of service on the Board. The Board was amicable to the idea of a luncheon. It will be discussed at next meeting.

- **Introduction of new Cave Junction assigned Board Member**

Jason introduced the new assigned Board Member from Cave Junction, Travis Robbins. The Board members made their introductions and welcomed him.

- **Draft SWA Budget**

Jason presented a draft version of the Solid Waste Agency Budget for FY18 and stated he will create a revised budget to reflect the newly approved funding request for the purchase of equipment by Southern Oregon Sanitation. Jason will have it ready to show the Board members as soon as possible. The FY 18 Solid Waste Agency meeting will be April 18, 2017 3:00PM at the City Courtyard Conference Room.

- **Josephine County Parks SDC funding request**

Jason presented the approved funding request for Josephine County Parks SDC reimbursement for Schroeder Sewer Lines 2016 funding request for information only. The Board approved the funding request back July 21, 2016, but Jason wanted the Board to be aware of the request amount and that we were ready to make a payment and the project is complete. Dave Reeves made a motion to make payment to Josephine County Parks and their funding request; Schroeder Sewer Lines 2016. Connie Roach seconded the motion. Motion approved 6-0.

8. Other Business

- **Merlin Landfill – Detention Ponds – Jason Canady**

Jason stated that when the closure of the Merlin Landfill happened there were numerous detention ponds to collect storm water. Now the upper detention pond has failed. The culvert that goes under the road has rotted out. There has been an attempt to repair it, but it is beyond repair. The suggested repair is to slip line the pipe and use plastic to repair. It is necessary for an action to take place as the upper pond is rapidly filling the lower pond with debris. The only way to bring the level down is with equipment and scoop out the granite. Jason was preparing the board for future funding request to repair the culvert and clean up the lower pond.

- **DEQ and Rogue Disposal – Gary Penning**

Garry wanted to notify the Board that there have been several calls to Rogue Disposal on how to dispose of ground and fryer grease from local businesses and Garry stated the lagoons are filling. Jason stated that the City is also denying people that want to dispose of those greases.

Gary also wanted to mention to the Board that DEQ is placing stringent regulations on asbestos disposal and requesting better screening from disposal locations.

9. Agenda building for next meeting April 18, 2017

1. Budget Committee Meeting April 18, 2017
2. Annual Report from Southern Oregon Sanitation (hold until May 16, 2017)

Adjourned 4:49 PM.