

**Clark County**  
**Solid Waste Advisory Commission**  
**Meeting Minutes**  
Thursday, May 6<sup>th</sup>, 2021  
6:00 - 8:00pm  
Meeting held virtually on Zoom

**SWAC Members Present:** Kyle Potter, Tim Kraft, Allan Jeska, Simone Auger, Rich McConaghy, Jason Presser, Derek Ranta, Joe Zimmerman

**SWAC Members Excused:**

**SWAC Members Unexcused:**

**Staff Present:** Travis Dutton, Mike Davis, Jessica Fischberg, Brian Schlottmann, Amber McKnight, Pete DuBois, Tina Kendall, Marissa Pocelini, Sarah Kierns, Sami Springs

**Others Present:** Julie Gilbertson, Doug Drennen, Liz Ericson, Peter Lyon, Olivia Carros,

Meeting began at 6:01 pm

**I. ROLL CALL, APPROVAL OF MINUTES – February 4<sup>th</sup>, 2021 (\*00:00:58)**

- Rich motions to approve minutes of February 4<sup>th</sup> meeting
  - Allan Seconds
- Tim requests less abbreviations in minutes going forward
- Members vote
  - Notes approved


**II. UPDATES (\*00:02:25)**

- [Clark County Public Health – Solid Waste Program](#)
  - Updates sent out in advance of meeting.
    - Much of this will be covered in agenda items, later in this meeting
- Clark County Public Health – [Solid Waste Enforcement](#)
  - Quarter 1 report sent prior to meeting
  - Still scheduling site visits, instead of unannounced
    - Met all expected visits
- No new applications
  - Received inquiries for solid waste handling facilities
    - WA DOT is contemplating new decant facility near I-5/I-205 junction
    - Waste Express asking about requirements of opening a transfer station
- Will be re-applying to the LSWFA grant when it opens
  - More money available this cycle, which would go to further covering Enforcement costs
- Whatley pit
  - Lower yard and illegal dumping
    - RFP for consultant for testing & sampling closed April 14<sup>th</sup>
    - Public Works has used all DOE support hours
      - Public Health has offered trained staff to help in sample collection
        - ▶ Have not yet heard back from Public Works
    - Public Works working on contract with [Restorical Research](#) to find available funds for clean-up and sampling
  - Upper yard bioswale concerns over contamination
    - Working with Public Works, Clean Water to analyze samples
      - 1<sup>st</sup> samples nothing alarming
      - More samples to come
        - ▶ Will keep SWAC informed



- [City of Vancouver](#)
  - CoV has hired new Public Works Director, Jennifer Belknap Williamson
    - 20+ years' experience in private & public sectors
      - Port of Portland
      - City of Portland
      - Consulting with some colleagues who are familiar with Regional Systems Study
  - Spring coupon program started in April, and will run through July
    - 2 yard debris & 1 tire coupon
  - Unable to hold neighborhood cleanup events in 2020, due to Covid
    - Have created curbside option, to run March - October
      - Set out up to 5 items, at no additional cost, on predetermined day
  - Climate workshop postponed until July
    - Conversations include moving beyond strategy development, and toward actions
    - More info can be found at [BeHeardVancouver.org](#)
- [Waste Connections](#)
  - Labor shortages have made routes difficult
  - Tracking periodic covid exposures in employees
    - Transfer stations have had very few cases
    - Collections have had challenges
      - Pushing staff to vaccinate, but there is hesitancy
        - ▶ Currently at 15-20% vaccinated
  - Neighborhood cleanup, curbside option going well
  - Annual lock closure went well
    - Had to truck all materials, instead of using barges
  - Record volumes of tonnage at transfer stations
    - Just over 13,000 non-route tons in April
      - First time breaking 13,000 in a month
      - 15% increase over last, best April
      - Total tons estimated to be 36,000
  - Construction at Central Transfer Station entryway has resumed
    - Turn-out lane should help improve traffic issues
    - Water pipe issues to push work back by 1 month
      - Expect to be completed by mid-July
  - Still working on Paint Care product stewardship
    - Should have started April 1<sup>st</sup>
    - Working with Paint Care to come up with a state-wide agreement
  - Electric route truck has been delayed, but expected within the next week or two
    - Will test prior to putting on regular route
      - Should have more than enough power to complete a full-service day
    - Have a couple of hybrids in action


### III. Contamination Reduction and Outreach Plan – Tina Kendall (\*00:18:57)

- County is required by Department of Ecology to include a plan update by July 2021
  - Three types of plans include:
    - Full template
    - Customized template
    - Develop Custom CROP
- Seeking SWAC approval to amend the 2015 SWMP to include the full template, with the intention of going to either option 2 or 3 to incorporate into the SWMP update
  - Will be updating the CROP to include all current waste reduction work, and planned work for the next 3-5 years

- Allan: did not see anything regarding glass in the full template
  - We can include that in a customized CROP
  - Basic CROP was written for the lowest common denominator, and some regions do not include glass in their co-mingled recycling, so it was left out
- Joe: What contaminants are we talking about?
  - Garbage found in the recycling stream, that does not belong in the recycling cart.
    - If a load has too much contamination, the whole load is sent to the landfill
  - Trying to prioritize the top contaminants, through Cart Tagging and contamination studies
  - [Green Neighbors](#) website, [RecycleU](#), [MCR classes](#), and other resources are available
- Rich: Is SWAC expected to approve this, or just make a recommendation?
  - For Ecology's purposes, a SWAC recommendation will suffice
  - SWMP update will need to go before Council, who will want to know SWAC recommends this
- Rich moves to recommend using the basic template, with a footnote of glass being collected separately
  - Allan seconds
- Members vote
  -  Motion approved

#### IV. Solid Waste System Refresher – Travis Dutton (\*00:34:18)

- Met with Kyle & Tim re: ways to bring SWAC members up to speed, or give greater system understanding
- Taking a broad overview of the system to:
  - Identify some areas for possible tours of waste system
  - Provide a mental map of the Regional System Study
  - Familiarize members with the system as a whole
- Shared Materials Management System graphic (system map)
  -  Travis will send a copy of the map out to members
  - Broken into three customer base groups
    - Residences
    - Business
    - Schools
  - Multiple ways to transport garbage
    - Self-haul
      - Can be taken to all three transfer stations
    - Curbside service
    - Geographical split between counties
      - Camas waste goes to Washougal transfer station
        - ▶ Transported by truck to Wasco County Landfill, near The Dalles, Oregon
    - Most waste is taken to Central, or West Van Transfer Stations
      - Transferred to Finley Buttes, in Boardman, Oregon, by barge
    - Recycling transport is similar to garbage, but not sent to landfill
      - Self-haul and curbside collection recycling marketed out for use as raw materials
        - ▶ A lot of local mills take the materials
  - Items not represented in the graphic include:
    - Special, hazardous, and non-curbside waste
      - Taken to various processors
    - Yard debris and organics
      - Taken to Dirt Huggers in Dallesport, OR
- What areas do SWAC members want to get more information on?
  -  Kyle: More background on Material Recovery Facility sorting operations
    - Could probably set up tour and/or presentation

-  Tim: Improvement of infographic, too many missing points of interest

## V. Regional Systems Study – Doug Drennen (\*00:52:50)

- JR Miller was tasked with doing a full assessment of the system
- Presentation will review Phase 1, with a focus on capital improvements at transfer stations
  - Will take to Council at a later date, with feedback from SWAC and Steering Committee
  - All input and guidance will feed into:
    - Waste Connections contract negotiation process
    - Transfer stations ownership options
    - Solid Waste Management Plan update
    - Develop guidance for Phase 2 of this project

### Background

- 15-year agreement, in 1991, w/ Columbia Resources, as owner/operator of Transfer stations, and for transport to Finley Buttes
  - Contract amended and extended to expire in 2021
    - 2<sup>nd</sup> extension set expire in 2026
  - Option to purchase transfer stations for \$1 each, with notification to CRC by 2025
    - City of Washougal also has purchase option
- Population has increased 105% since 1991
  - Tons handled has gone from 173,000 to +350,000
  - Transfer stations have not had significant improvements
- JRMA reviewed contractual arrangements, infrastructure assessment, conditions assessment, services and programs, cost of service study
  - Results will be production of a 20-year Capital Improvement Plan (CIP), and financial plan for the future

### Project Status

- Phase 1 report issued as draft, including
  - Capital Improvement Plan
  - Feasibility Study
  - Supporting technical memorandums
  - Financial Study
- Currently in process of Phase 2
  - Working with Waste Connections & County to complete facilities plans
  - Trying to home in on 1 or 2 alternatives to formulate final capital investment
    - Will update CIP & financial plan
- Phase 3 will be updating SWMP
  - Incorporate findings and recommendations of Regional System Study report
  - Complete evaluations on ownership, and other issues requiring policies or changes in investments

### Population Growth & Waste Generation

- Clark county expected to grow from 490,000 to 643,000 by 2040
  - North county is expected to more than double
- Waste generation is expected to increase by 130,000 tons (33%) in the next 20 years
  - Central Transfer service area will likely be most impacted, with estimated 60% of growth
- Tim: Where did this information come from?
  - The county's Urban Growth Management Plan

### Options for Providing Services to Improve Operational Efficiencies & Reduce Self-Haul Traffic Impacts

- Researched options for more efficient traffic flow
  - Universal collection & expanding service collection may reduce traffic
    - More than 50% of self-haul customers carry loads less than 400 lbs.
      - Transaction fee + weight of load fee does not cover the cost of operation

- Pacific Northwest survey found minimum transaction fees averaged \$18-\$30 per vehicle
  - Equivalent fee within County transfer stations would be ~\$25 for 400 lbs.
  - Setting minimum fee may encourage fewer trips to the transfer stations
- CTR is the only facility open 7-days per week
- Recommendations include:
  - Expanding universal services
  - Policies/programs for bulky item residential collection
  - Adopt minimum fees that reflect paying cost of service
- Kyle: What are current the minimum fees?
  - \$10 transaction fee +weight
  - Joe: suggests two lines
    - Minimum fee + weight
    - Large flat fee
  - Derek: Battle Ground once considered universal service
    - People didn't want government telling them what to do

### Regional System Operational Condition Assessment

- West Van
  - Receives ~400 tons of waste & ~200 tons of recyclables, daily
  - In fair condition
    - Some damage to internal columns
    - No major physical improvements needed
  - Operational standpoint – no immediate needs
    - Not enough space to expand program
    - MRF processing equipment is old, will need to be replaced.
  - Options include:
    - Replace system
    - Relocate MRF – may provide space to expand programs
  - A master plan should be developed to use this facility efficiently
- Washougal
  - Area growth not expected to be as great as other parts of the county
  - Receives ~125 tons per day
  - Very little area for unloading and storing
  - Minor improvements necessary
  - Will need to expand in the future
  - In good condition, overall
- Central Transfer Station
  - Residential complexes on North and West sides; storage facility to the South
  - Receives ~800-1,000 tons per day tons, or ~66% of county waste
    - Over the next 15 years, estimate another 300 tons daily
  - Facility was not designed for the amount of materials and traffic it receives
    - 900-1000 vehicles on weekend days
    - 600-800 vehicles on weekdays
  - Moving to modify entrance with two inbound lanes
    - Exit to be right turn only
  - Facility is in decent condition, but needs minor repairs
  - Improvements needed for traffic, material handling, and loading out
    - Additional scales
    - Queue lanes
    - Stalls
    - Increase load-out capacity
  - Onsite circulation requires mixing self-haul and commercial vehicles

- Options include:
  - Upgrade and expand CTR, to accommodate volume (~\$12-17 mil)
  - Minimal improvements to CTR and new satellite facility, north (~\$14-16 mil)
  - Replace CTR with new station (~\$25-30 mil)

### Discussions

- Allen: Any talks about taking waste to other counties?
  - Mike: It has been discussed, but would like to keep operations within the county if possible
- Allen: How will robotics factor in?
  - Have identified equipment that could improve throughput
  - Have suggested robotics and optical sorting
  - Derek: some MRFs have goals to have fully automated systems
    - The four optical sorters currently in place have been very effective
      - Will continue to automate things
- Tim: How does siting a north county transfer station affect transport expenses?
  - When trucks get done, they have very little distance to the hauling yard to CTR
  - If a new facility is sited, it will affect hauling distances
    - ~\$1 mil per year, which would impact system costs
- Tim: What is the difference between building a transfer station and a satellite station?
  - Most commercial waste could stay at a centrally located transfer station, while a satellite station would take the area's residential traffic off the transfer station
  - Satellite station would be significantly smaller than a main transfer station
- Tim: are you getting many complaints at CTR, from the residential neighborhoods?
  - Mike: Surprisingly few. Mostly about operations, and not traffic
  - Derek: Rarely. Typically asking about late-night construction. Sometimes about dust.

### Capital Improvements Plan (CIP) & Renewal

- Based draft CIP on preliminary studies, and are now dialing in to exactly what we want to do
  - The idea is to get a schedule of improvements, to determine the impacts on finances, and look at the cost over the next 5-10 years
  - Looking into improvements for the next seven years
- CTR (~\$17 mil)
  - Phase II possibilities include:
    - Add new scale house to back area, to create long queue (away from main road)
    - Add 26,000 sq ft. building to back lot to load vehicles & handle surge
    - Loop around ramp up to the current facility
    - Expand existing building
    - Improvements to the entrance area
  - Improvements should be sufficient to handle traffic for 20+ years
- Washougal (~\$1 mil)
  - Expand entrance road, and improve access to HHW
  - Add back splash/load out chute & push wall
  - Regrade & pave maneuver/parking areas and expand w/ 6,000 sq. ft. structure
    - Additional 6-8 stalls for public to unload
  - Improvements would double the current capacity
    - Will further refine with Waste Connections
- West Van (~\$4.2 mil)
  - Looked into relocating MRF equipment
    - Would free up ~45k sq. ft. of building for other services
  - New equipment, or minor improvements, including:
    - Add optical sorters to plastics and paper lines
    - Install robotics to select process lines
    - Replace vibratory screens with ballistics screens

- Enhance eddy current separator
- Install large drum feeder
- If relocated, options include:
  - Improvements to traffic
  - C&D processing systems and recover materials and reduce waste
  - Relocating organics receiving and processing


#### Financial Analysis

- Generated revenue appears to be sufficient to cover the cost of improvements, over 10 years
- No long-term depreciation on investments
- Will need to phase improvements in, in order to keep facilities operational
- Estimated improvements in phase 1, over the next eight years, is ~\$22 mil (~\$7.00 per ton)
- Financial review with CRC still needs further review
  - It appears expenditure of capital can be supported

#### Discussions

- Tim: no rate increases are needed to fund this?
  - Every year they have made a CPI, paid down debt, and tonnage has gone up
    - There should be enough revenue to support it, over a phased implementation
- Tim: There is no indication of a North facility. Does this reflect incoming recommendations?
  - Mike: it is difficult to find property in North County
  - Need to do more Geotech work for the expansion
  - Based on ~\$17 mil improvements
    - May change as options are discussed
- Tim: when will this be presented to Council, and with what information?
  - We are just starting to set up a work session to go over all of this with them.
    - It could be a month or more
  - Council will likely get an abbreviated version of what was presented today
    - Also need to engage with council over the contract
- Mike: we'd like to provide more in-depth information at the next meeting
- Mike: trying to get a minimum fee in place with the next rate cycle
  - Will need a contract amendment to change the rate structure
  - Doug: We have learned that transaction times can be improved with a minimum fee
- ! Will send presentation out to members
  - May want to set a Special Meeting to go over further questions about this presentation

#### **VI. Bylaws Discussion – Kyle Potter (\*02:21:10)**

- Copy of Bylaws sent out beforehand
  - 1<sup>st</sup> page was mostly minor updates, such as recodification and adding 10<sup>th</sup> member
  - 2<sup>nd</sup> page – mostly language clean-up and formatting
  - 3<sup>rd</sup> page, added section on subcommittee creation
    - Subcommittees to create charter, including purpose, goals, and action plans
  - Added section on communications between SWAC members and County staff
    - Solid Waste manager and SWAC chair should be points of contact
  - Added section on confidential information
  - Added section on updating bylaws every other year
- Allen motions to adopt
  - Tim seconds
- Members vote
  -  Bylaws approved

#### **VII. Recruitment Committee Charter – Rich McConaghy & Simone Auger (\*02:27:36)**

- This charter lays out the general process envisioned for the recruitment committee

- Support getting information out to a larger diversity of potential applicants
- Currently in the middle of a recruitment period
  - ! Amber/Travis to follow up with Council regarding any applicants for vacant positions
- Once the Recruitment Committee is aware that a press release has been issued, they will work with SWAC to further distribute the recruitment information
- Kyle moves to adopt tonight
  - Tim seconds
- Members vote
  - Charter approved

**VIII. Public Comment/Other Business (\*02:39:40)**

- No public comment
- ! Need to schedule Special Meeting to follow up on materials
  - Kyle and Travis to send further communications

This meeting was adjourned at 8:42 pm

Next meeting is scheduled for Thursday, August 5<sup>th</sup>, 2021

*\* These times correlate to the time each agenda item is addressed in the recorded audio file of this meeting.*