

**Tri-County Hazardous Waste and Recycling Program
Steering Committee Meeting Minutes**

Wednesday, December 7, 2011 from 9am-12:00 a.m.

Mid-Columbia Fire and Rescue Conference Room

Present: Heather Alexander (NCPHD/Tri-County HWR), David Skakel (NCPHD/Tri-County HWR), Kristy Beachamp (Dufur), Kathi Hall (NCPHD), Kevin Liburdy (Vice Chair, City of Hood River), Sandy Macnab (Sherman County), Glenn Pierce (Chair, Wasco County and NCPHD), Jim Winterbottom (The Dalles Disposal), Bruce Lumper (DEQ), Mike Matthews (Hood River County), and Karen Skiles (City of The Dalles)

Absent: Tracie Hornung (Mosier), and Mike Miles (Maupin)

Minutes taken by: Laurie Jupe

Glenn welcomed everyone (it was the 27th meeting of the Steering Committee). The next quarterly meeting was discussed and Heather asked if any members had any conflicts with dates on Tuesdays through Fridays during the month of March of 2012. It will not be planned during the spring break. Heather stated that an email will be sent out that will have a couple of date choices on dates in March. Glenn mentioned that Mike Miles has tendered his resignation from the Steering Committee and the Solid Waste Advisory committee. Sherry Holliday will send in some names of people from Maupin who may be interested in replacing Mike. Cascade Locks have a new mayor who works in The Dalles for D21. A new representative for Cascade Locks will need to be appointed to the Steering committee.

Members reviewed the September meeting minutes. Bruce asked for some changes to paragraph three, third sentence under "Other" on page two and it was agreed to delete the word "flammables" from the sentence in question. Kristy asked for a change to page three, third paragraph from the end for the word "to" to replace the word "that" in the last sentence of that paragraph. Kevin mentioned a correction on page four, last paragraph, the word "spread" should be changed to "speed". Sandy made a motion that the minutes be accepted as corrected and the motion was seconded by Kevin and the motion was unanimously passed by the group.

Fiscal Report

Kathi passed out the most current revenue and expenditure balance pages and reviewed the documents. David reviewed the Materials and Services and with the budget continuing to go down the spending has been cautious. David mentioned that Professional Services was closer to 28% than what was showing on the form. Kathi explained how the county program Eden works in calculating some of the figures. The important thing is that Tri-County is on track and holding steady. Kristy

made a motion to accept the current Revenue Status report as presented. Kevin seconded the motion and the motion was unanimously passed by the group.

IGA Review

The IGA review committee consisting of Kristy Beachamp, Sandy Macnab, Karen Skiles, David Skakel and Glenn Pierce have reviewed the intergovernmental agreement. Glenn mentioned the challenges facing North Central Public Health District in relation to Wasco County at the present time. North Central Public Health is working with the county to decide whether Public Health will remain as a department of the county or to become a standalone entity in its own right. The Tri-County Hazardous Waste & Recycling program is housed within the health department at present, as it has in the past. Glenn stated that his intention is for Tri-County Hazardous Waste & Recycling to remain under Public Health. The final decisions between Public Health and the county will possibly be made by the beginning of the next fiscal year. Therefore, the recommendation by the review committee is to table the IGA redo at this time until the above decisions have been sorted out and a final decision has been made.

2012/2013 Budget Review Committee

David handed out the Budget Review document. He stated that a draft budget needs to be ready by the March 2012 meeting. The budget review committee needs to be reconvened and needs to meet at least once, possibly in February, prior to the March meeting. David reviewed the budget document and clarified that the figures here reflect the calendar year, not the fiscal year. The total lbs collected do not reflect all the information as some of the invoices from PSC have not come in as yet. The pounds per participant have not been factored in for this year but it is approximately the same as it was last year at 110 lbs per vehicle or participant. The Paint Care savings are estimated this year at approximately \$26,000.00. It is also estimated that for this calendar year, 2011, it is costing approximately \$123,000.00 to PSC for the disposal costs. Although it shows a little over from the budgeted cost of \$120,000.00 it is still right in the ball park and there are no glaring red flags on the cost side. David then reviewed the second side of the budget document which shows some key indicators on how things are shaping up. The budget is tight but there seems to be a \$20,000.00 cushion from what was budgeted. The bulk of revenue comes from the landfill surcharge with an average monthly income of \$23,000.00. The total landfill surcharge revenue in the last calendar year was \$277,868.37. Once the November and December figures come in for this year we will have the final amount for this calendar year. For this year the projected income from the landfill surcharge looks to be approximately \$281,825.00.

Glenn asked for volunteers to be a part of the budget subcommittee. Karen Skiles and Kevin Liburdy both volunteered to be on the budget subcommittee. The goal of the budget subcommittee will be to have a final budget sent to the Steering Committee for review at the March Steering Committee meeting. Once that is complete the budget will then go to the county for approval.

Strategic Planning

David stated that the strategic plan should be updated annually and the Steering Committee should then approve it. David proposed that the Steering Committee should review and approve the strategic plan at the June meeting.

Progress Report

David shared a facilities update and identified a space and storage issue that was a concern for Hood River. At this time the situation is not critical and given current budget constraints David recommended that any improvements be put on hold until budgets look better.

Heather spoke to the need to look at cost saving ideas for the advertising budget. Various ideas were discussed including ideas for changing the mail out of the Hazardous Waste Collection schedule and combining the schedule with the newsletters. Other discussion centered on updating the website with an online subscription to an e-newsletter, piggybacking with other counties, and having a column in the home and garden area of the paper, among others.

David brought up an item that he felt would require a motion. The issue is the collection of sharp's containers which are collected at The Dalles Disposal and Hood River garbage. The cost of collection of sharps is covered at the Hood River site and Tri-County pays \$5.50 for each drop off. Tri-County does not pay any fee for the drop off of the containers at The Dalles site. David suggested that Tri-County look at the true cost of covering this for both locations and how to equalize the situation.

Heather and Karen gave an update on the Master Recycling program. The program has recently graduated ten new master recyclers one of whom is the first Junior Master Recycler, Grace Skakel. Fall classes will be offered but no spring classes. Continue to look at ways to get more people involved in recycling. Kristy stated that she will share her information on the Map your Neighborhood which may be able to be used to help neighbors recycle.

David gave a short update on the Grants Program. The grant to Home at Last has seen some wonderful results. They surpassed their annual goal of \$35,000.00. They have a couple of sheds added as outbuildings which are used for processing cans and have been able to earn a substantial part of their budget back as a result. They have also been able to take on an extra employee due to their success. The other grant was for Lost Lake and everything is in place and ready for next spring. David will be following up with the Boy Scouts who are going to be the key players and benefactors for this location. Recycling 101 is something that we have contributed funds to in the past. This is a statewide, online supplement to an online version of Master Recycler. For various reasons this is moving slower than anticipated and the most recent update told us that they are now almost 80% done with their curriculum. One of the biggest problems has been with OSU's administrating online service through their e-campus and apparently they have had an extensive turnover of staff which has delayed things. The launch date now looks to be pushed out to October of 2012. Dirthugger has also had a job creation as a result of their success. Their site concerns seem to be resolved and they have sold out of compost again.

David wondered if there was some way of acknowledging Mike Miles in some way for all of his years of service and hard work. David made the suggestion of adding something in the upcoming newsletter - a small recognition.

Meeting was adjourned at 11:30 a.m.