

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

Wednesday, June 24, 2015

Wasco County Planning Department
2705 E. 2nd Street, The Dalles, OR

Committee Members Present

Steve Kramer (Chair, Wasco County); Kevin Liburdy (Vice Chair, City of Hood River); Sandy Macnab (Sherman County); Mike Matthews (Hood River County EH); Linda Miller (City of The Dalles); Pat Bozanich (Mosier); and Kathie Richey (City of Maupin).

Non-Voting Members Present

John Zalaznik (EH Supervisor, NCPHD); Bruce Lumper

Staff Members Present

David Skakel (NCPHD/Tri-County HWR), Kathi Hall (Finance Manager, NCPHD) and Gloria Perry (Executive Assistant, NCPHD).

Guests Present

None

Minutes taken by Gloria Perry

At 8:33 a.m. Chair Steve Kramer, Wasco County Commissioner called the Tri-County Hazardous Waste & Recycling Program Steering Committee meeting to order.

Summary of Actions Taken

Motion by Kevin Liburdy second by Sandy Macnab to approve the fiscal report as presented.

Vote: 7-0

Yes: Steve Kramer, Kevin Liburdy, Sandy Macnab, Mike Matthews, Pat Bozanich, Linda Miller and Kathie Richey

No: 0

Abstain:

Motion Carried.

Motion by Sandy Macnab second by Kevin Liburdy to approve the minutes from the March 11, 2015 steering committee meeting with correction noted.

Vote: 5-0

Yes: Steve Kramer, Kevin Liburdy, Sandy Macnab, Mike Matthews, Pat Bozanich.
No: 0
Abstain: Linda Miller and Kathie Richey
Motion Carried.

Welcome and Introductions

- Steve Kramer welcomed everyone.
- Steve introduced new members Linda Miller, City of The Dalles and Kathie Richey, City of Maupin.

Schedule Future Meetings

- The next regularly scheduled steering committee meeting will be on Wednesday, September 23, 2015 from 8:30 a.m. to 11:30 a.m. (Location will be at Wasco County's Planning Department)
- Future quarterly meeting scheduled for December 9, 2015 (Location not yet determined).

Fiscal Report

- Kathi Hall presented a year-to-date fiscal report.
 - 2014-15 fiscal year ends 6/30/2015. This fiscal year will be kept open through the end of August 2015 to allow for year-end accounting to occur as well as any transfers needed (either to Wasco County or from Wasco County) to close the year-end.
 - Steve Kramer questioned the increase in administrative cost. Kathi Hall explained that due to the in-kind from Wasco County not being what it was supposed to have been, all programs in North Central Public Health District have had an increase in administrative cost. If requested, Kathi can provide documentation.
 - David Skakel explained to the new members what the surcharge was and how it funded the program.
 - With a motion, the year-to-date fiscal report was accepted as presented.

Approval of Meeting Minutes

- With a motion, the minutes from the March 11, 2015 meeting were approved with the following correction:
 - Page 5 > Miscellaneous > Sherman County > Unwanted Medicines > 1st bullet: Change Hood River Police Department to Hood River County Sheriff's office.

Budget

- David Skakel advised the steering committee that the 2015-16 budget that was approved by the steering committee in March 2015, was adopted as is by Wasco County on June 17, 2015.

- Waste Connections is now doing inspections, which has freed up David's time quite a bit. David receives inspection reports from Waste Connections.
 - It was asked how long the reports needed to be kept. David wasn't sure but it was suggested it might be as long as 10 years.

Lead Agency

- Steve Kramer advised the steering committee that moving day for David is June 30th.
- Contracts are being left alone and will be updated as they expire. The exception to this is the PaintCare letter which needs to be updated. Steve Kramer stated that this is in the works.
- Buildings were never deeded over to North Central Public Health District so title transfer is not an issue.

Grants

- David advised the steering committee that the mini-grants that he had for review have been tabled for the time being at the request of the Subcommittee.
- Currently Wasco County does not have a mini or small grant policy. This is something that Steve Kramer is working on getting accomplished.
- There was a brief discussion on whether it's wise to issue grants. This topic will be discussed in more detail at the September steering committee meeting.

Miscellaneous

- **General Update**
 - This is a big transition time for the program.
 - There is a .6 FTE position that needs to be filled. At this time, David is not sure if that will be a standalone position or shared with the Planning department.
 - There are a lot of big events coming up.
 - David has been receiving inquiries from local business about how to set up internal recycling.
 - David recently attended two conferences (Hazardous material conference & Oregon Recycling conference).
 - David gave a brief recap of both conferences. A couple of areas discussed were on material management realm and focus on food & food recovery.
- **HHW Operations**
 - DEQ annual inspection completed. Received a letter of compliance on 3/31/15.
 - The roof leakage issue at The Dalles facility ended up being a big pool of water from snow melt.
 - Event Numbers:
 - Cascade Locks event: Over 40 vehicles
 - Hood River event: 189 vehicles

- The Dalles event: 138 vehicles
 - Sherman & Dufur events were well attended and David estimated about 40 vehicles for each event. He will get confirmed numbers to the steering committee for these two events.
 - Sandy Macnab recommended that the program advertise at the movie theaters.
 - David advised that he has provided a flyer to the garbage companies that is handed out to all new customers.
- At the Hood River event the state prison out of Pendleton showed up with a truck load of Ag products. Although Pendleton is out of our service area, a decision was made to go ahead and accept the load. David has made contact with the prison and they have agreed to pay the cost which is approximately \$300.00.
- **Hood River Waste Work Group**
 - At their last meeting the Hood River Waste Group spoke about curbside recycling in regards to food & yard waste. There was a discussion about the cart size. There is a 95 gallon cart available that concerns the group. This is a topic that the work group will continue to discuss in the future.
 - John Zalaznik asked how the steering committee is going to address the possibility of a 20% reduction of reimbursable fees to the program.
- **Sherman County (Sharps & Meds)**
 - The med program has been implemented. As approved by the steering committee, a drop bin was purchased and is located at the Sheriff's office in Moro.
 - The Sharps program is not yet fully implemented. David is working with the clinic in Moro on the invoicing portion.
- **AOC Solid Waste Sub-Committee**
 - David updated the steering committee on upcoming legislature.
- **PaintCare Update**
 - David attended the annual stakeholders meeting. He said the speaker was really good. A tape is supposed to have been made of her speech.
 - A concern that was discussed at the annual meeting was EPR (extended producer responsibility) which is a strategy designed to promote the integration of environmental costs associated with goods throughout their life cycles into the market price of the products. Metro is the motivator for this concept.
- **School Lab Clean-Out**
 - Could not get enough schools to participate to justify the cost of a trainer to come to the schools. David will continue to work on getting interest from the schools to participate in this training.

- **Other**
 - Dirt Hugger
 - David had no update to provide.
 - If the steering committee is interested in a tour of their new facility, David said he could arrange that.
 - Gorge Security Shred
 - Gorge Security Shred is closing down as of June 30, 2015.
 - Shred4Less, a privately owned company out of Salem has purchased the business.

11:05 a.m. Meeting Adjourned