

**Tri-County Hazardous Waste & Recycling Program  
Steering Committee Meeting Minutes  
Wednesday, March 13th, 2019  
Wasco County Planning Department  
2705 E. 2<sup>nd</sup> Street, The Dalles, OR**

**Committee Members Present**

Steve Kramer (Chair, Wasco County); Kevin Liburdy (Vice Chair, City of Hood River); Merle Keys (Dufur); Gordon Zimmerman (Cascade Locks); Mike Matthews (Hood River County EH); Pat Bozanich (Mosier); Linda Miller (City of The Dalles); Mike Foreakre (City of Maupin), and Bruce Lumper (representing Cindy Brown as Sherman County).

**Non-Voting Members Present**

**Staff Members Present**

David Skakel, Tri-County HWR  
Angie Brewer, Wasco County  
Mike Middleton, Wasco County

**Guests Present**

Julie Tucker, Isaiah Arnold and Irie Arnold.  
Matt Slafkosky and Ron Doughten (DEQ).  
Jim Winterbottom (TDD and HRGS).

At 8:32 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**

<b>Linda Miller motioned to approve Minutes from 12.13.17 as submitted. Kevin Liburdy 2<sup>nd</sup>. All in favor.</b>	
<b>Vote</b>	<b>7-0-1</b>
<b>Yes</b>	<b>Liburdy, Matthews, Bozanich, Zimmerman, Miller, Keys</b>
<b>No</b>	<b>None</b>
<b>Abstained</b>	<b>Steve Kramer</b>

<b>Merle Keys motioned to purchase 100 EnviroWorld composters. Pat and Mike 2<sup>nd</sup>. All in favor.</b>	
Vote	<b>8-0-0</b>
Yes	<b>Liburdy, Matthews, Bozanich, Zimmerman, Miller, Keys, Kramer, Lumper.</b>
No	<b>None</b>
Abstained	<b>None</b>

<b>Pat motioned to approve budget as amended. Kevin 2<sup>nd</sup>. All in favor.</b>	
Vote	<b>8-0-0</b>
Yes	<b>Liburdy, Matthews, Bozanich, Zimmerman, Miller, Keys, Kramer, Lumper.</b>
No	<b>None</b>
Abstained	<b>None</b>

<b>Bruce motioned to “take some extra time for consideration before voting on Emerald Systems Grant request, and respond to Julie Tucker by April 1, 2019”. Linda Miller 2<sup>nd</sup>. All in favor.</b>	
Vote	<b>8-0-0</b>
Yes	<b>Kramer, Liburdy, Matthews, Bozanich, Zimmerman, Miller, Keys, Lumper</b>
No	<b>None</b>
Abstained	<b>None</b>

**Welcome and Introductions**

- Steve Kramer welcomed everyone.

**Schedule Future Meetings**

- The next regularly scheduled steering committee meeting will be on Wednesday, June 26<sup>th</sup>, 2019 from 8:30 a.m. to 11:30 a.m. (at Wasco County’s Planning Department).
- Future quarterly meeting scheduled for Wednesday, September 25<sup>th</sup>, 2019 from 8:30 a.m. to 11:30 a.m. (Location will be at Wasco County’s Planning Department).

**Approval of Meeting Minutes**

- The minutes from the 12.12.18 Steering committee meeting were approved as submitted.

**Financial Report**

David provided an overview of the two-page revenue/expense. He added the beginning fund balance, shows a significant increase in the carryover than what was predicted. Insurance and bonds, a small number on the expense side, but we are over. David said we are where we should be, plan to purchase a vehicle this fiscal year. Commissioner Kramer noted that the vehicle costs also include a lift gate and side step for the compliance truck. David clarified that the line item for vehicle will be used on a vehicle, but the capital expenditures funds will be used to fund improvements to the pickup truck. Bruce asked a question about 'insurance and bonds' budget line item. Mike Middleton clarified the market value and impact of interest rate.

## **Budget**

### **Compost bin purchase**

David provided a PowerPoint presentation illustrating his research regarding compost bin purchases. (Attachment B). David is recommending the Steering Committee use funds from the Supplies line item from this fiscal year, to purchase 80 to 100 units of the EnviroWorld model, which is what Metro currently sells.

Motion made by Merle to purchase 100 of the enviroworld composters, Second by Pat and Mike, Linda asked about profit. David said we sell them a little higher than cost to cover marketing costs. Merle, asked the SC to consider increasing the retail cost to bring in 5, after discussion, the SC decided not to. Vote: passed.

### **Budget for FY19/20**

Budget Committee met previously, Mr. Middleton is here to answer any questions. David provided a handout and visual aid (Attachment C TriCoHWR Budget FY201920 Excel Spreadsheet). David explained the layout of the document and how to read it for the discussion. Pat asked what the misc revenue included; David expanded the imbedded note and confirmed that it is the sale of compost bins. Mike Middleton provided additional context. He noted changes in equipment sold line, that would actually capture capital sold – such as a vehicle sale. David highlighted the beginning balance fund levels. David projecting 420k to be collected this year – this is 15k more than we earned in revenue last year. Conservatively budgeting the same amount for next year. Agencies licenses and permits were discussed in light of legislative activities. Typically costs about 1500 a year. David expanded on the line item and is suggesting adding 2500 to fund the Product Stewardship Institute to assist in EPR legislative efforts that would be of benefit to the program. Bruce Lumper asked what their efforts included, David provided additional detail of how the PSI efforts would benefit the program at a global scale, but could also reduce costs of contracted services. Mike Middleton provided an overview of the anticipated changes to personnel costs and the County's personnel budgeting methodologies. Merle asked for the status of the vehicle purchase for this fiscal year. Mike M said he was working on his ORPIN account so we can expedite the purchasing process for this fiscal year. He anticipates having this done in the Month of March. Merle expressed concern about the state's timeline and ability to receive the vehicle by the end of the fiscal year. Mike Middleton said that if we didn't receive the vehicle in time, we could to a budget change at the time the cost is incurred. David confirmed that we do not need to budget for it again next year, Mike agreed. Kevin asked about the salary line items. Mike clarified that its not just the salaries that go up but

all related benefits, etc. He is estimating with caution, so it's usually a little higher than needed. Kevin asked about the increase to advertising budget. David explained this anticipates changes to staffing and provide that person with the funds they may need. Also includes the expanded, bilingual, outreach materials. Pat asked about video development costs; David explained that at recent conferences, short videos have proved successful for outreach and education. The new hire will likely be more plugged into the Oregon Green Schools work, cross pollination of good Pat suggested there were many short videos out there already and we could just share existing videos instead of making our own. Pat asked about measuring success – David said it's measured like websites, in "points and clicks". Pat asked for follow up from David.

Kevin asked for confirmation that we are going to hire another FTE, Angie said yes. David suggested that the projected office supplies for this fiscal year – reduced from 11k to 8500, because those numbers reflect 7500 for compost bins, actual cost is likely to be 4900. Motion to approve the budget as amended. Second Kevin Vote: passed.

### **Break 9:25-9:34**

Commissioner Kramer asked if any additions to the agenda. None were proffered.

Matt shared that DEQ will be extending the expiring concurrences (that allow the landfilling of recyclables) from March 31 another 6 months.

### **Grants**

**Hood River Valley High School** provided a final written report (Attachment D). David read from the report and generally explained how the 2018 grant was used. Merle asked for a PDF copy of the report materials; David agreed to send it to him.

**Emerald Systems:** A new grant request has been received from Julie Tucker and Isaiah and Irie Arnold on behalf of Emerald Systems, LLC for a general grant request of \$49,972.00 for capital outlay (Attachment E). David shared a staff summary titled: "Regarding Emerald Systems Grant Application – Staff Input" (Attachment F). David shared this grant request appears to stabilize the financial situation of the company by reducing their lease payments on equipment that the grant would allow them to purchase. David suggested Emerald Systems proposal could respond to a priority concern of the Steering Committee (the lack of recycling options). Pat asked Jim about his cardboard needs and asked if he needed help. Jim clarified that he did not need help with cardboard.

Julie Tucker provided an overview of her business and grant proposal and responded to questions from the Steering Committee.

Linda Miller asked about their current property and long term space needs, especially if the business proves to be successful and needs to expand. Julie responded that their long-term goal is to be located within 10 miles of The Dalles Disposal. Bruce Lumper asked what size of a facility they needed to grow into. Julie said that they are currently working in a 3k sf space, and a 5k sf would meet their long-term need. Julie added that she looks daily, and that there may be some land available in the Port of Klickitat in Dallesport, and there was an advertisement about the land behind Les Schwab. David asked what materials are currently being collected by Emerald Systems, Julie responded. Julie added that she has goals do outreach and education to help

buyers be better informed. Linda asked what happens to Emerald Services if they do not receive the grant. Julie responded that her customers are aware of this grant request and have given them some leeway on payments. They would need to scale back, would not be able to continue as they are. They may opt to eliminate their building and just run routes. Owe some money to Mel because they had to break their lease early. Commissioner Kramer asked how much the angel investor has contributed, Julie responded that she has received \$30k. She also shared that her brother has contributed funds to pay their salaries. Her new budget indicates that their salaries will slowly increase as the company grows. Kevin asked if they have the ability to quantify what has been kept out of the landfill. Julie said she can quantify the cardboard, the metal and a few others. With David's assistance, she discussed a document she previously provided titled: "6 Material Information.PDF" which illustrates what companies she is taking materials to and what materials they accept (Attachment G).

Linda shared her recent experience with an Oregon League of Cities conference, that there are small recycling businesses cropping up in response to the need.

Julie shared that she would be interested in having a MRF – if that is what's best for the community and Jim's business too.

Kramer asked about costs in Cascade Locks, and debts to Mr. Barlow (Mel); Julie responded that she owes him about \$15k, her brother 20k, and her mom 5K.

Kramer said he would like some time to digest the materials, and is not ready to make a decision today, but is only facilitating the conversation. He asked what the pleasure of the SC might be.

Pat, Bruce, Merle, Mike, voiced that they are ready to vote today.

Linda, Steve, Kevin, said they would like some time to discuss it with their leadership. Kevin shared he would like to vet it with his City Manager before voting and suggested that a special meeting be convened by phone to be able to respond to Julie in a timely manner.

David requested that questions be funneled through staff so they can be coordinated efficiently. David confirmed that the recent changes to the bylaws allow for special meetings and meetings by telephone.

Commissioner Kramer said that Julie could expect an answer by the first week in April. Julie said that April 1 may be too late for them to maintain operations. Kramer said he needs more time to take it to his Board and get feedback. Julie said she understood and respectfully shared some of the pressures she is under. Linda shared she needs to take it to her council for feedback, which meets before April 1.

Mike Foreaker would like to have a discussion before voting. He shared that he believes there is merit to the proposal, but he would like to talk about some options – especially since it is the majority of the grant fund. He asked what happens if the business fails? Are there ways to secure that loss? Being a lienholder makes it difficult to borrow against their equipment. Julie shared that she would anticipate a stipulation about returning the equipment in the event of a failure –

similar to the stipulation that was required of Dirt Hugger when they received their grant from this program. David provided grant budget context.

Mike asked for an executive session. Kramer said that it does not fit the criteria to qualify for executive session. Pat suggested we could ask them to leave. Julie tried to stay, asked if she needed to leave. Kramer suggested that a more candid discussion could happen if she chose to leave, and maybe answer her request sooner.

Kramer said this situation is difficult for him because he has information he is not able to divulge. He suggested the group needs to think outside the box and that we all want to do the right thing. Kramer voiced concerns about potential business failure and the impacts to staff capacity if we end up with the equipment and have to liquidate it. He asked for feedback from SC members to begin the discussion about what we feel the real solution might be.

Mike Foreakre – Is asking ‘Is there is an obvious need as indicated in Julie’s proposal?’ Pat said yes, as identified in the letters of support. Recycling requires a regional system. It seems that everything is in flux right now. He appreciates that Julie is working so hard to be able to provide a solution. He asked whether we could own the equipment and rent it to them. Linda said this group was not set up to be equipment owners. She echoed comments about Emerald System’s debts as a red flag for their ability to run a successful business. Mike Foreakre asked for the difference in reasoning with Dirt Hugger. Mike said that this group paid for a feasibility study to better inform their decision and were able to make a decision with confidence.

Jim said he’s able to provide the service for a cost, just like Julie can. Comingle is not going away because there is too much money invested in the infrastructure to process it. It will need to be cleaner. It may change, but it won’t go away in the near future. Mike inquired as to whether any legislative level discussion will help with the continuity of comingled collection. Kramer and Pat said that the bag bill will reduce contamination at the MRFs of plastic bags.

Director Brewer asked Jim to clarify when they would be able to meet the same need – if the franchise agreements were amended to pay for that added service. Jim said that they could start immediately because they have the infrastructure in place. It is simply that we do not pay for the service now. Pat provided context for the current situation, including the changes in Chinese recycling policies and their impacts to our domestic markets. Pat suggested that Julie’s business model would sustain smaller markets in our local region.

Bruce provided an overview of the past Dirt Hugger and Gorge Security Shred requests and changes to those companies over time. He said it’s a crapshoot as to whether or not new businesses succeed.

Kramer said he is having discussions to identify the long term solution for Wasco County.

Bruce Motion to reject the grant as proposed.

Linda second.

Discussion: Kevin would like a chance to discuss it with his leadership before making a vote. He is not ready to deny or support at this moment in time. He would like to have a week to discuss it

and pose follow up questions to Julie. Merle agreed with Kevin. Pat is not comfortable to deny it today. Mike would like more time, Mike Foreakre, too.

Motion by Bruce to amend his original motion to now read: take some extra time for consideration before voting and respond to Julie by April 1, 2019 (it is no longer a motion to deny the request).

Second Linda Miller.

Discussion: David shared that today's discussion is the first time he's heard Waste Connections say they could provide the service for a fee and suggested that it be part of SC member's conversations with their leadership. Jim confirmed that he could provide the service for a fee.

Vote: passed

Miscellaneous

11:27am Linda needed to leave.

Kramer said he was able to garner support for EPR legislation.

Kramer said he would coordinate a time for the follow up call or staff would send a Doodle poll.

David reviewed a Legislative Update 3.11.19 summary (Attachment H). He said he would send the document to the SC by email.

David was selected to be on the AOR recycling committee.

David will share his PowerPoint slide show and remaining agenda items at the June meeting.

Adjourned the meeting at 11:30am

Minutes taken by Angie Brewer (and David Skakel)