

Tri-County Hazardous Waste & Recycling Program

Steering Committee Meeting

Wednesday September 13th, 2023

Public Works Conference Room

Meeting ID: <https://meet.google.com/tgv-vpoc-pki>

Phone Number: 1 (443) 606-2479

PIN: 843 436 945#

Meeting Minutes

In attendance: Steve Kramer (Commissioner, Chair), Kelly Howsley Glover (Director), Brittney Sanders (Tri-County HHW Administrative Assistant), Scott Randal, Jacob Powell (OSU AG-Extension), Bruce Lumper, Chris Longhetti (Finance Director, City of Hood River), Jordan Bennett (Cascade Locks City Administration), Jayme Bennett (City of Mosier), Merle Keys, Laurie Gordon (DEQ) and Heather Butcher (Waste Connections).

Absent: Kevin Liburdy (City of Hood River), Jim Winterbottom (Waste Connections), Michael Foreaker (City of Maupin), Matthew Klebes (City of The Dalles) and Mike Matthews.

9:00am Welcome

Commissioner Kramer opens up the meeting with a greeting and states we are short one for quorum. Started off with a quick round of introductions as the newest member of the city is joining us today, Scott Randall. Commissioner Kramer turns the meeting over to Scott.

Scott introduces himself to the steering committee and states he is getting acclimated to what is going on here and is glad to be here.

Commissioner Kramer goes around the room and asks everyone in attendance today to do a quick introduction including their name and title. Once everyone has spoken, Kelly makes note that she is not sure what happened to Heather with Waste Connections and Commissioner Kramer makes note she is no longer on the call.

(1) Schedule Future Meetings

Commissioner Kramer states that December 13th will be our next meeting. Kelly asks if there are any issues or conflicts for this meeting as it is right before the holidays. No issues or conflicts, Kelly will send the new meeting invite. Commissioner Kramer states we may modify today as we are currently short members and asks if we would like to jump to financial, turns it over to Kelly.

(2) Financial Reports

Kelly states that attached, is the year to date budget report so we can see where we are at in expenditures most of what we have to date is related to our events. Under contracted services that is for Cleanearth to execute our rural events and our large events. We have also continued to invest in advertising, marketing and outreach as well as staff and nothing else is too surprising. Some of the supplies expenditures mostly pertain to signage that Brittney has included in the marketing report. We have invested additional funds into getting new signage for events and it is a new strategy to help redirect some of the traffic issues that we have at the Hood River facility as for years we have noticed that people tend to sneak in at the backway and we have added some additional signs to hopefully reduce the amount of conflict that arises at those events. Kelly asks if there are any questions about the year to date budget. No questions. Commissioner Kramer states that if any questions do come up to not hesitate to reach out or call, turns it over to Brittney for the Marketing and Outreach Report.

(3) Marketing and Outreach

Brittney pulls up the marketing report attached to the meeting and states we will do just a quick overview of the report. States the program has invested a significant amount of money for the 2023 fiscal year in advertising and outreach. Part of our advertising is going to be our newsletters which get sent out twice a year once in the fall and spring time. Makes a note that the report is contradicting as it states the spring time we send out recycling information in which we actually send out our Hazardous Waste Events and in the fall we do cover recycling education. States that our newsletters reach about 26,000 households which is pretty awesome and we are currently preparing our fall newsletter to get sent out. We are still holding our surveys for our larger events for The Dalles and Hood River and so far 44% for both locations hear about our events through the newsletter. For Hood River about 16% learns about the events through Waste Connections and 12% in The Dalles. Only a small % hear about it through social media, newspapers and the radio. For this quarter we had about 10 social media posts just encouraging our household hazardous waste events and the most popular was going to be for registration for The Dalles and Hood River and the reach was about 561 through Facebook and 275 through Instagram. States that for our radio ads there were approximately 3 radio ads that we held for our Household Hazardous Waste Collection Events 3 on Bicoastal Media and 3 on Gorge Country and believes the listenership is about 60,000. For emails to list, we sent 1 email to past attendees or past subscribers and we currently have 16 e-newsletter subscribers. We have also sent 2 emails to past businesses to increase attendance. For tabling states we will touch a little bit more on this on the tabling report. For this quarter we did The Dalles Farmers Market and The Wasco County Fair and between both of those events resulted in 10 referrals to the website for the quarter. For the Ag Events this quarter, we sent 2 emails to our past agricultural producers and one of those gauging interest in Tri-County holding an ag-chemical container disposal event due to the rise in difficulty in disposing of triple washed containers. Staff did send out a survey that has been distributed to understand impact and those emails do go out to OSU Extension, Oregon Cherry Growers, Oregon Wheat Growers and all three County Soil

and Water Conservation Districts. For our Waste Wizard App, we did two posts about that which did result in 454 material views, 265 user sessions and 243 first time visitors. The top 3 items searched were Latex Paint, Batteries and Motor Oil. For our Jurisdiction Websites it generated 15 referrals to the website for the quarter. For the Refrigerant Program we created 1 social media post and it did not receive a lot of reach. For Recycling Awareness and Education, we had 19 posts and most of those will consist of Paintcare, the new Bottle Drop Facility, sharps disposal and what is accepted at events and these are mostly questions that we get on a daily basis. So these were things that we were trying to push for the quarter. States we did opt in for screen advertising which started July of 2023 and showed the ad on the report and commented that is the first ad that we have set out for July of this year and the ad rotates out monthly. For signs, showed a picture of our reuse center sign and our tabling sign that we take to our tabling events to help with advertisement. In summary for the quarter we have seen website traffic increase by 16% with visitors coming from a link or direct address as opposed to an internet search. We did create a new link tracking system and with that for the quarter PrettyLinks has resulted in 277 clicks on direct links for Registration to The Dalles and Hood River events, the Waste Wizard app, Paintcare, Batteries, 2023 schedule and our business sign up. Asks if anyone has any questions to let her know.

Questions/Comments

Q: Bruce Lumper: States he may have missed that but asked what are we doing with the newsprint, Columbia gorge news and those folks, the non-radio the newsprint.

A: Brittney: States, believes we have sent out an ad in August to the Columbia Gorge News and we typically try and get out our events to those advertising options. States from what we have seen through the surveys we just haven't had a lot of people learn about our events from newspapers.

Kelly: States that we have ongoing ads with Columbia Community Connections and we focus heavily on ads with Columbia Gorge news during event season. We have also seeded several articles through Columbia Community Connection in which they cross promote on their social media so we try to hit pretty much every avenue available.

Bruce: States he has noticed different spots on the Columbia Gorge News and maybe it is on the Columbia Community Connection too about Refrigeration that new piece and from time to time articles. States he does not know that he has seen one recently but asks Brittney what she is saying is from the newsprint you are just not getting much of an impact? Brittney answers yes.

a. Newsletter

Kelly states to Brittney that she has attached the new draft newsletter and asks her to pull that up on the screen to show that to everyone. Kelly briefly states that they have used the same format for the newsletters year after year and we wanted to try something fresh so we have contracted a new graphic artist to develop a new design. Says it is basically the same content with what can be recycled where to go but, it is just a slightly different design. Said that this year's focus goes out in November to all households. The front page is usually some kind of informational article, this year we are going to focus

on Bottle Drop and making sure that everyone in our community is aware of the Bottle Drop Facility and how to use it to encourage recycling. Typically the content is what you can recycle at the curb, what you can't recycle at the curb and some other options for different types of products. States, this has been what you saw in the past was lots of pictures and this is a little more graphically oriented but so far we did a little focus group and so far everybody is finding this really easy to read. Says our hope is by being a little bit different than what folks are used to seeing in November/December they may actually take the time to read the information and actually compute what can actually be recycled, what needs to go in commingled, what needs to be disposed of and other avenues. Kelly asks if there is any feedback as this is still a draft and we are still working on making some tweaks. Commissioner Kramer asks the committee for any questions or comments.

Questions/Comments:

Jacob Powell: States that with the Extension too unfortunately tabling used to be a much more effective means of connecting with people and lately they just have not been getting many people at their table and that's what seems like is reflected in this report as well. Says it is good for the public to see us out in the community but it is also some kind of balance too and would say if staff feels like they have time and capacity to do it says keep doing it but it is too bad the numbers aren't better from that though.

Kelly: States it was challenging as we did sponsor all 3 of the county fairs and a banner at all 3 of the fairs but the two other fairs required staff to be there for all 3 or 4 days and that did not seem like a wise investment. We were able to do it in Wasco County as we are the lead agency and we also run the fair to negotiate and stated that Chair Kramer negotiated to only have us be there for 1 day and that we were there on a Thursday when staff normally works. We trialed The Dalles Farmers Market and thought we felt that was really helpful even though our numbers were 30 and asked Brittney what our numbers were the second time we did it and Brittney stated we had 70 attendees. We gave out these bags (they are our recycled produce bags staff had made, placed on the table in the conference room) Commissioner Kramer held one up for the committee to see. Kelly states we finally have them available if anyone wants to take a couple home. We think that the farmers market was the best bang for the buck and next year we will expand to Hood River's farmers market too.

Jacob Powell: States he thinks that he thinks that would be a good place to go to. Kelly states that we will be able to give out some of those bags there too.

Kelly asks Brittney for her perspective as she worked both and it seemed like the farmers market was really the most beneficial.

Brittney: States that she agrees as we got a lot of attendance at the farmers markets, definitely at the county fair thinks we were confused with the garbage company so we definitely did not get a lot of participation.

Kelly states she appreciates that feedback from Jacob as she knows OSU Extension does a lot of tabling as well. Jacob states he feels like the farmers market is a good place to be and to just keep going that route for sure. Kelly states they are incredibly easy to work with and The Dalles Farmers Market gave us a 2 for 1 in terms of the booth meaning, we paid for one weekend but the other weekend we got for free which was really a pretty good deal. States that she thinks we have had great locations at the farmers

market so lots of visibility and lots of exposure. When she attended one we had great conversations with people and really had a chance to 1 on 1 connect and educate about our program not just the hazardous waste but also recycling and composting. States to Jacob that maybe it is something we can look at teaming up with OSU Extension office in the future. Jacob replied, maybe but he thinks we figured out the right audience with to do that with at the farmers markets though and that was all the feedback he had on that. Kelly asks Brittney if she has anything more to say about tabling and Brittney answers she does not. Kelly states to Chair Kramer she thinks that is it for that.

Commissioner Kramer states he had a phone number that popped up and asks if that was Merle. Jayme Bennett replied she is here from Mosier, Commissioner thanks Jayme and states that we now have a quorum and Jayme apologizes. Commissioner states that is okay and that Merle is trying to join us here in another 5 minutes or so. Kelly asks if they should wait on the business and Commissioner agrees until Merle gets on.

b. Rebranding

Commissioner Kramer states that on the agenda they had rebranding initiative and thinks we should hold off on that as Mr. Foreaker was the lead force on that so we will wait and put that to the next meeting so that when Mike is back he can give us the ideas that he sees for us potentially rebranding and moving us forward. Asks if everyone is okay with that, no issues arise and moves that topic to the next meeting.

Commissioner Kramer thanks Brittney for all of the work she has done on all of this and thinks we are all headed in the right direction.

(4) Work Plan Committee and (6) Management Plan

Commissioner Kramer apologizes and asks the committee where we are with that. Kelly answers by stating every year we put together the work plan for the next year, we typically do that ahead of the December quarterly meeting. Says it is typically one meeting around the last week of November and we take a look at the work plan and talk about staff capacity and evaluate what the steering committee priorities are for the year. Says we need to see who is interested in participating in the work plan committee this year.

Commissioner Kramer brings up that Bruce had a concern about the management plan and he is now requesting a subcommittee to revisit the work that has been done from March to date. He has asked to put a hold on any further work on that until a subcommittee is formed. Says voting members we will re-circle back and that and asks if there are any volunteers on the work plan subcommittee. Jayme Bennett volunteers. Kelly asks if we can volunteer Kevin Liburdy as he normally participates. Scott Randall also volunteers. Commissioner Kramer states that is enough to get us started on the work plan subcommittee and we will send out an invite. Chris Longhetti jumps in to say he will let Kevin

Liburdy know that you are looking for volunteers for the work plan committee and he knows that Kevin provided significant amounts of comments on the project management plan so he will let Kevin know there is also going to be a subcommittee for that and would be very surprised if he didn't attend, Kelly thanks Chris. Commissioner Kramer says we have the work plan taken care of. Kelly asks for the management plan is there a specific timeline as she thinks it is helpful to re-introduce the context especially for those who may have not been part of that discussion in March. Says the reason we initiated was this was part of the work plan for the year and there were concerns the attorney had over the grant program and that there was no nexus to granting recycling projects and so that was creating a potential liability for IGA partners in giving out the grants. States currently the main grants we gave out over last year was to Maupin to help support the recycling program and the steering committee has discussed expanding that to Sherman County and Dufur, but we have had to pause that. Maupin has contacted staff with interest to reapply for a grant and wanted to throw it out there . That is why we have engaged in the management plan update as it has been part of that conversation to update the IGA. Says if we spend a significant amount of time like 1-2 years that does directly impact the grant program and we won't be able to based on county council advice, we won't be able to release any funding related to grants.

Questions/Comments:

Bruce Lumper: Asks Kelly that, that is basically a wall then that we can't get around until the management plan is updated and accommodates that and knows we are really talking about a big two-step process here. Says one is the management plan update that is about 20 years old and the second is that it kind of supports the update of the IGA which to him seems almost like a bigger blockade for the whole recycling and grant program and doesn't know that it is because we don't speak in it yet to recycling.

Kelly: States yes, and in analyzing the IGA as the IGA defers to the management plan so we don't actually need to get into the weeds with the IGA, what we really need to do is update the management plan. Says we want to do a road show and connect with all of the IGA members with steering committee support as we want to go have conversations with city councils and boards so that they are well aware of the management plan update and how it might impact the IGA update specifically focusing on this grant issue. Says that has been a part of our program for about a decade but we have actualized it with the management plan because the management plan is out of date. So there may be some tweaks with the IGA states she is not an attorney but in the early analysis it is really the management plan that needs to be updated.

Bruce Lumper: States he has a couple of quick comments in that feedback to Commissioner Kramer, Kelly, the program and steering committee is during the history of this program the committees and subcommittees they are a big joke in the Mark Twain type world but in his view have been some of the most effective that he has ever been associated with. He does think that

forming a subcommittee which always has included the admin and staff component of the program is the quickest way to meet that timeline and have us all on board with each other. Would also add that he thinks it is 5 new members on the steering committee which he thinks makes that somewhat problematic with the speed to get this done and address any issues that come up. Says in that vein kind of like with the work plan committee, Kevin has participated in a lot of these sub committees but Kevin, Mike Matthews and himself as a non-voting member and Commissioner Kramer and can't think of anyone else that are the longest standing members with the program all the way through. So it could be helpful on that management plan updated and thinks in fact it would be real helpful and to be on that subcommittee possibly.

Kelly: Asks Commissioner Kramer if he has any guidance on the direction.

Commissioner Kramer: States that he has a member that wanted to call for a subcommittee to revisit that and states to Bruce that he thinks that the only difference is we have got someone else steering the ship right now and we have always had staff lead most of those directions. Said he is assuming everyone has had an opportunity to review the draft and submit comments throughout the year that staff has been asking for? Jayme Bennett states she has reviewed.

Kelly: States she can send out a doodle poll to everybody to see who would like to participate in the management plan subcommittee and subjective dates. Commissioner Kramer agrees and states sooner rather than later and asks Bruce Lumper if that is his idea.

Bruce Lumper: States, yes and lets Kelly know he would be happy to serve on that.

Kelly: Thanks Bruce and states if you guys want to do the work to update the management plan, more power to you as we have plenty of other work to do.

Bruce Lumper: States, yes it's a collaboration.

Chris Longhetti: States, as he mentioned Kevin Liburdy submitted pretty significant comments and would like to know how that will be circulated or does he just present that to the committee or how will those get digested.

Kelly: States she will share that with the work plan committee but it was her intention to address it along with any other edits as he provided some good feedback. Chris agreed.

Commissioner Kramer: States we will make sure those are attached to the timeline we will put forth on this and we will get that going sooner rather than later so we can modify this and start subsidizing this hauling as we are saddled with another \$10.00 a ton \$93.00 plus transportation to get rid of our commingle. Bruce states we want to have that happen for sure. Commissioner Kramer says that is in reference to what staff has been doing on the management plan that was the effort to get us going. It was not to overrun and overpower the steering committee but due to critical work that we need to get done so we can move forward with that and that was the intent. States we will get that doodle poll out and get going on that.

Bruce Lumper: States it is like a lot of deadlines or prods to tackle something like a management plan update as obviously we need something going so that is a good prod.

Commissioner Kramer states we have completed #2, #3, #4, and #6. Commissioner welcomes Merle Keys and states we will go back up to the minutes. Says we have the quarterly minutes from 06/14/2023 for approval and asks if anyone has any corrections to those minutes and if not would entertain a motion for approval. Merle Keys motions to approve and Jacob Powell seconds approval. Commissioner Kramer states since we have a motion and a second is there any discussion on the minutes and being that we are hybrid is calling for any nay votes. No nay votes, motion carries anonymously.

(5) Policy, Regulation and Legislation

Commissioner Kramer states he does not have a lot to update. ORSAC rule making #1 is being completed they are working through that and the rule making #2 has now started the process. The ORSAC which is now called the RC at the last meeting they discussed the fact that they have a lot of work to do. The statue states that we meet quarterly and the committee found that quarterly was not appropriate so they went to every other month. At the last meeting members agreed that every other month was not enough so sometime this fall they will go to monthly meetings for the ORSAC (Oregon Recycling System Advisory Council) apologized to Scott for the acronym. He requested that every other meeting be in person so that we can start networking and building relationships within the committee so we can understand where everyone is coming from as we tackle this monstrous initiative. With that stated, he has a meeting scheduled with Sheryl Grabinhand the coordinator for SB582 and with David Alloway the first week of October to discuss where we are at today with the SB582 and also where we stand with recycling today. Thinks that our partner DEQ needs to help us out with the woes that most of rural Oregon is experiencing with the high cost of doing the recycling. States more to come on that and his phone is always on if anyone has any questions on what they are doing down in Salem and is happy to visit with everyone. Asks for questions, no questions.

(7) Miscellaneous

a. Contracts and Agreements

Kelly states she has an addition to that section. Says that Waste Connections is finalizing our maintenance fee and other facility contracts and we are hoping to have that done in the next couple of months. Believes that the dust has settled with Cleanearth that we will be able to enter negotiations with Cleanearth for our new contract. Kelly explains to Scott that Cleanearth is the subcontractor who actually does the events and collects the waste and distributes it to the appropriate places. Says what we are doing in the meantime the attorney and herself are working with other counties and entities who use Cleanearth to take a look at any contract

updates that they have because they have been told by their main contact at Cleaneearth that, that can be a challenging process to work with as attorneys and wanted to make sure they had their ducks in a row before they entered those negotiations and want to make sure they are still protecting their best interest as the Tri-County. States those are the updates with that and moves on to ask Commissioner Kramer if she can move on to talk about the ODA grant, Commissioner welcomes her to move on to that topic.

b. ODA Grant

Kelly States we have been receiving feedback from many of our ag-producers that there have been significant challenges in disposing of triple washed containers that the usual avenues for getting disposal of triple washed containers have dried up. Says coincidentally the Oregon Department of Agriculture reached out to the organization seeing if they could help support our Ag events and staff immediately identified this as a big need for our ag-producers. So staff reached out to Laurie Gordon (DEQ) who she thinks is on the call, to see if she had suggestions and apparently there is one organization that just specializes in AG plastics but there is a threshold that we need to meet of 1,000 containers in order to host an event. So that was what necessitated the survey on what staff sent out to see what the appetite is and how much of these triple washed containers our ag-producers have on hand that they would like to get rid of. ODA is going to be awarding us \$10,000 and we are hoping that money will be directly used to facilitate this event to support ag-producers in getting rid of their plastics. States any left over funds that we have we will also use to promote the program specifically with an eye to ag-producers. Kelly and Commissioner turn it over to Laurie Gordon (DEQ).

Questions/Comments:

Q: Laurie Gordon (DEQ): Asks if the grant funds is to get Agriplas to travel up and collect the containers, is that what the grant is for?

A: Kelly: says there are no strings attached to the grant but we are going to use it to apply to any additional cost affiliated with that event.

A: Laurie Gordon (DEQ): States she can send information but says you can request a mailing list from the Department of Agriculture for all licensed pesticide applicators within whatever geographic area you are trying to collect those containers in. States that also include all Ag dealers and all commercial operators which are the businesses that make pesticide applications to other peoples properties and aerial applicators and can help to facilitate that process. Kelly says that is fantastic and thanks Laurie. Laurie goes on to say that she can also provide other Ag entities/associations that can help get the word out as well. Laurie asks to get the deadline so she can make it and Kelly states she will connect with her on that and thanks Laurie.

Kelly states we are really excited about this opportunity as our ag-producers have been expressing this has been a big issue for them, so the universe is benefiting us by ODA reaching

out with funding support and we think this will be good for our producers. Tells Laurie she really appreciates her help and support.

Commissioner Kramer asks the committee if they have any questions or comments about our miscellaneous agenda items.

Kelly: States she has one additional item but asked if anyone else wanted to comment on the department of agriculture piece. No questions or feedback.

Kelly states that the other item that they have been looking at particularly with Morgaine being part-time, is that it has been apparent to her how much Brittney does for the program and how many different hats she wears and it really exceeds the classification of office assistant. Says she has been discussing with our Human Resources Department the potential to elevate Brittney's position by one grade on our salary matrix to really recognize the multifunction the assistant to the program does. This will have budget impacts, the early analysis from our finance department considering salary and benefits and it would come at an annual cost of roughly \$3,500 a year. Because Morgaine is currently part-time working about 25 hours a week which has been going really exceedingly well so we don't have any concerns with that but we do have a salary savings as a result of that with the Coordinator position. So in recognition of Brittney's hard work she would like to proceed with that, recognizing that is probably not going to have much of an impact on the budget but did want to make everyone aware that it is at the cost of about \$3,500 a year. Commissioner Kramer asks for comments or questions.

Questions/Comments:

Commissioner Kramer states that we can move forward with this with consensus and asks if everyone is good with that. Asks Jayme Bennett if she is okay with that. Commissioner Kramer asks Jordan, Merle and Scott and all approve. Commissioner states that full consensus of the members present to move forward with that. Kelly thanks everyone.

Jacob Powell: States that seem reasonable to him

Asks Jayme Bennett if she is okay with that, Jayme states yes, very much. Commissioner Kramer asks Jordan, Merle and Scott and all approve. Commissioner states that full consensus of the members present to move forward with that and thanks everyone.

Commissioner Kramer moves on to Heather Butcher (Waste Connections) and apologizes that we missed her during introductions as she had a glitch in her virtual, welcomes her and thanks for joining us today. Asks if there is anything she would like to share with the group this morning.

Heather Butcher (Waste Connections): Heather opens up with apologizing for being off a bit earlier as it is her first time using google meets and her laptop was not playing sound. Stated

she did not have much to say but was just excited to be here and she has heard a lot about the steering committee and is enjoying what she is learning.

Commissioner Kramer thanks Heather and states that there is one additional item that he would like to bring up and that we have talked about it a little bit before. States Hood River has a robust curbside composting program and brought up the fact that we probably ought to duplicate that here in The Dalles. He had a conversation this morning with a city council member and a brief one with our newest member from the city here and thinks we have a champion for that. Asks Heather if she would be able to send us over her guidelines, policy and procedures for her curbside composting project so that we can take a look at it and do some tail twisting here in The Dalles to get it underway. According with Jim Winterbottom basically all we need is a yes, let's do it but we need to go through city council in order for that to happen. Says the champion this morning wanted to take a look at the program before he gave a definite yes but Commissioner thinks once he sees Hood Rivers model he will jump right on board and we can get that cooking. Asks for questions and comments.

Questions/Comments:

Bruce Lumper: Wants to thank Commissioner Kramer immensely for carrying that water a bit more forward and that is an exciting possibility development.

Commissioner Kramer: States that is not only a win win for folks at curbside but it is a win win for landfill, environment and it's just time to do it and thinks we are finally there. Thanks all for everyone's support.

Commissioner Kramer states that we have ripped through this pretty quick this morning and asks if there is anything for the good of the order or anything anyone would like to share in their communities or from their communities. Hearing none, states phones are always on and emails are always open and any questions, comments or concerns lets have them ahead of time so we can deal with stuff and keep this program moving forward.

Meeting Adjourned