



Tillamook County
PUBLIC WORKS DEPARTMENT
Department of Solid Waste
Waste Prevention and Recycling



503 Marolf Loop Road
Tillamook, Oregon 97141
PH (503) 815-3975
FAX (503) 842-6473

Email: recycle@co.tillamook.or.us
www.co.tillamook.or.us/solid-waste

Land of Cheese, Trees and Ocean Breeze

TILLAMOOK COUNTY
Solid Waste Advisory Committee Meeting
Tuesday, May 11, 2021 – 3:00 pm - 5:00 pm

Virtual meeting, call in number: (971) 254-3149, Conference ID: 217 576 960

- | | |
|---|-----------------------|
| 1. Call to Order, Welcome and Introductions | 3:00 – 3:05 |
| 2. Approval of Minutes for April 13, 2021 | 3:05 – 3:10
ACTION |
| 3. Rate Review Requests | 3:10 – 3:30
ACTION |
| a) City Sanitary Service | |
| b) Nestucca Valley Sanitary Service is not requesting a rate review | |
| c) Oceanside Sanitary Service is not requesting a rate review | |
| d) R-Sanitary Service is not requesting a rate review | |
| e) Recology Western Oregon is not requesting a rate review | |
| 4. Report on result of Budget Meeting | 3:30 – 3:40 |
| 5. Franchised Hauler Updates | 3:40 – 3:50 |
| 6. Transfer Station Reports | 3:50 – 4:00 |
| 7. Staff Report | 4:00 – 4:10 |
| 8. Public Comment | 4:10 – 4:20 |
| 9. Adjourn | |



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Solid Waste Advisory Committee Meeting Minutes

DATE: April 13, 2021

PLACE: Virtual meeting

MEMBERS PRESENT: Ken Henson, Dave Larmouth, David Helmricks, Justin Kanoff, Robert Poppe, Julian Macassey, John Longfellow

MEMBERS ABSENT: Tom Jayred

STAFF PRESENT: David McCall, SW Program Manager; Chris Laity, PW Director

GUESTS PRESENT: Shawn Blanchard, Tom Lang, Sarah Absher

AGENDA ITEM 1 - CALL TO ORDER AND WELCOME AND INTRODUCTIONS:

Chairperson Henson called the meeting to order at 3:00 pm with a quorum present.

AGENDA ITEM 2 – APPROVAL OF MINUTES:

With a motion from Kanoff, seconded by Helmricks, the minutes of March 9, 2021 were approved as submitted. (6/0)

AGENDA ITEM 3 – RFA for an EPA Grant:

Discussion was held on the cost-benefit of preparing a application for this grant, in light of the short timeline and the few number of awards in Region 10. Strengths included our track record of inclusion during the update of the CMSWMP, as well as the fact that we managed to follow through with and complete our update during and under the restrictions of the pandemic. Henson asked whether the "Oregon Coast State of Emergency" declared by the Oregon Coast Visitor's Association and the call to consider the impacts of Climate Change and Tourism would impact this application's consideration. Our need for not only a Disaster Debris Plan, but also increased transfer station capacity aligns with the resiliency goals. The result of a straw poll among members showed that the majority did not believe there was adequate time to be able to complete a successful application for this grant cycle, but staff should prepare materials so that within six months we are able to respond quickly to a similar opportunity should it arise.

AGENDA ITEM 4 –TRANSFER STATION REPORTS:

All is functioning normally at all three transfer stations. Tillamook is preparing for the Charity Drive.

AGENDA ITEM 5 – FRANCHISED HAULER UPDATES:

City Sanitary Service: Have begun summer schedule/routes, as requested by businesses and rental companies. Has a new truck on the streets – “cute, miniature garbage truck” is the smallest truck in the fleet. South County cardboard route has been steady since last summer.

All but one hauler have submitted their materials for their rate reviews. (The one hauler’s financial report is allegedly being worked on by their accountants.) Only one franchisee is requesting a rate review. (This will be on the May agenda.)

Recology Western Oregon: Many folks did not stop service after summer; increase in customer base. Rekindled interest in expanding cardboard collection. Expecting busy summer.

AGENDA ITEM 6 – STAFF REPORT:

The staff report was included in the packet.

Discussion was held on the conceptual design changes for TTS, as included in the packet. There was general agreement that it is logical and logistical, and using the additional scale just for franchised haulers and internal traffic would be a benefit, and communication through a speaker works.

The ODF Yard Debris program will begin May 1st, but funding is only available through sometime in June (according to projections). To go through the end of the season would need an additional approx. \$50k. Discussion was held on whether the County could cover the costs as a service to the community. Sarah Absher has some potential funding ideas, and we will discuss the possibilities during the board briefing she is scheduling with the commissioners.

Brief discussion was held on various legislative bills as they move through the process. Larmouth called attention to some issues around environmental equity in SB 289.

AGENDA ITEM 7 – PUBLIC COMMENT:

Longfellow stated that he is still searching for a reliable disposal option for stumps.

The question of the “burn site” and “fill permit” for the site next to Nestucca Elementary School was brought up. This may be an option for stumps.

Tom Lang announced that he is currently working remotely from Montana, and will be leaving DEQ employment at the end of June. Chair Henson thanked Tom for his participation and support.

AGENDA ITEM 8 - ADJOURN:

Meeting adjourned at 4:46 pm.

Minutes submitted by David McCall



3/31/2021

Dear Tillamook County Commissioners,

City Sanitary Service would like to thank you for allowing us to serve the citizens of Tillamook County for another year. We had a profitable 2020 in part due to another busy year for construction drop box work and an increase in overall customer count. City Sanitary Service remains a financially healthy business. Looking to the future we are requesting a rate increase of 3% for residential, commercial and drop box trash rates. This will keep us in the allowable profit margin range and help us to keep making improvements to our equipment, infrastructure, and work force. The base rate for weekly residential service would go from \$19.45 per month to \$20.

We increased tonnage volume in both trash and recycling in 2020. City Sanitary Service and Nestucca Valley Sanitary Service continued to bring cardboard recycling to south Tillamook County. The annual recycling survey showed participation at our lot depot increased by almost 150 people compared to last year. We hope more people will continue to sign up and participate in the curbside recycling collection program. We have 100 more recycling carts ready to use. City Sanitary Service made capital investments of roughly \$100,000 in trucks, carts, containers, and drop boxes in 2020 to meet the needs of our customers. City Sanitary Service also took over operations of Oceanside Sanitary Service at the start of 2021. Ken and Nonda Zwald have provided excellent service to the people of Oceanside and we hope to keep up their high standard while expanding the service options of the people in that area.

We continue to see an increase in customers choosing to pay bills online and opting to receive electronic bills. Roughly a quarter of our monthly revenue comes from online payments. We continue to make updates to our website, publish a quarterly newsletter called WastEd, and post to our Facebook page to communicate with the over 500 customers following us. Thank you for allowing us to serve the citizens of central Tillamook County in 2020 and we look forward to a successful 2021.

Respectfully,

A handwritten signature in black ink, appearing to read "R. Poppe", with a long horizontal line extending to the right.

Robert Poppe
Co-owner

Tillamook County Franchise Hauler Rate Review Report

edited March 2021

Franchisee:

City Sanitary Service

REVENUE

	2020 actual	7/1/21-6/30/22 projected w/o rate change	Total 7/1/21-6/30/22 projected w/ 3% rate change	% change	Allocation method	2020 actual	7/1/21-6/30/22 projected w/o rate change	Tillamook County franchise 7/1/21-6/30/22 projected w/ 3% rate change	% change	Allocation method/comments
Route collection Services	\$2,313,408	\$2,336,542	\$2,430,003	5%	Actual	\$1,196,052	\$1,208,013	\$1,244,253	4%	
Drop Box Services										
Rental revenue	\$90,647	\$91,000	\$91,000	0%	57% cust. Count	\$51,669	\$51,870	\$51,870	0%	
Non-franchised revenue & pass-through revenue	\$364,059	\$367,700	\$367,700	1%	57% cust. Count	\$207,514	\$209,589	\$209,589	1%	
Recycling revenues	\$4,129	\$5,000	\$5,000	21%	Actual	\$0	\$0	\$0	#DIV/0!	
Other revenue (med waste, interest, Bay City, SCCR)	\$46,618	\$48,000	\$49,440	6%	Actual	\$40,465	\$39,000	\$40,170	-1%	
Total revenue	\$2,818,861	\$2,848,241	\$2,943,143	4%		\$1,495,700	\$1,508,472	\$1,545,882	3%	
Number of regular route customers as of January 1, 2020*	3220				Actual	1833				
Number of regular route customers as of July 1, 2020*	3354				Actual	1903				
Number of regular route customers as of January 1, 2021*	3409				Actual	1956				
Regular route tonnage for 2020:	9899 tons				50% truck weights	4949.50 tons				
<i>*Regular route customers are usually cans, carts, dumpsters, based on service listings.</i>										
Number of drop box pulls in 2019:	1645				57% cust. Count	938				
Drop box tonnage for 2019:	4348.18 tons				50% truck weights	2174.09 tons				

EXPENSES

Operational expenses

Disposal expense (franchised) 9899 tons up 73	\$838,407	\$844,900	\$844,900	1% 50% truck weights	\$419,203	\$422,450	\$422,450	1%
Disposal expense (other) med waste	\$331	\$500	\$500	51% all city				#DIV/0!
Recycling collection expense (all in labor)				#DIV/0! n/a				#DIV/0!
Recycling processing expense	\$10,045	\$12,000	\$12,000	19% 46% ccr Cust. Count	\$4,620	\$5,520	\$5,520	19%
Labor-related expenses								
Labor expense	\$447,595	\$461,000	\$461,000	3% 57% labor hours	\$255,129	\$262,770	\$262,770	3%
Taxes, insurance	\$220,724	\$224,000	\$224,000	1% 57% labor hours	\$125,813	\$127,680	\$127,680	1%
Other labor-related expense	\$106,107	\$122,187	\$122,187	15% 57% labor hours	\$60,481	\$69,647	\$69,647	15%
Operations-related expenses								
Fuel	\$60,150	\$69,500	\$69,500	16% 57% labor hours	\$34,285	\$39,615	\$39,615	16%
Repairs and Maintenance	\$17,579	\$35,000	\$35,000	99% 57% labor hours	\$10,020	\$19,950	\$19,950	99%
Depreciation and Amortization	\$161,735	\$185,000	\$185,000	14% 57% labor hours	\$92,189	\$105,450	\$105,450	14%
Equipment Lease and/or Rent	\$0	\$0	\$0	#DIV/0! 57% labor hours	\$0	\$0	\$0	#DIV/0!
Property Lease and/or Rent	\$37,496	\$42,400	\$42,400	13% 57% labor hours	\$21,373	\$24,168	\$24,168	13%
Equipment expense (eg. short-term rental) Truck Repairs	\$172,930	\$145,000	\$145,000	-16% 57% labor hours	\$98,570	\$82,650	\$82,650	-16%
Insurance expense	\$58,521	\$63,000	\$63,000	8% 57% labor hours	\$33,357	\$35,910	\$35,910	8%
Other operational expense (incl. franchise fees)	\$53,053	\$54,000	\$55,000	4% Actual	\$2,346	\$2,350	\$2,350	0%
Total operational expenses	\$2,184,672	\$2,258,487	\$2,259,487	3%	\$1,157,386	\$1,198,160	\$1,198,160	4%
Number of route collection trucks as of January 1, 2020	13				13			
Number of route collection trucks as of January 1, 2021	13				13			
Number of drop box collection trucks as of January 1, 2020	5				5			
Number of drop box collection trucks as of January 1, 2021	5				5			

Administrative expense

Management services	\$170,000	\$174,000	\$174,000	2% 57% cust. Count	\$96,900	\$99,180	\$99,180	2%
Administrative services	\$9,703	\$11,000	\$11,000	13% 57% cust. Count	\$5,530	\$6,270	\$6,270	13%
Postage, phones, office supplies, utilities, etc.	\$66,762	\$70,000	\$70,000	5% 57% cust. Count	\$38,054	\$39,900	\$39,900	5%
Advertising and outreach expenses	\$4,188	\$10,000	\$10,000	139% 57% cust. Count	\$2,387	\$5,700	\$5,700	139%
Education, Training, Publications, dues	\$4,210	\$6,000	\$6,000	43% 57% cust. Count	\$2,400	\$3,420	\$3,420	43%
Bad debts	\$11,367	\$11,000	\$11,000	-3% Actual	\$8,915	\$9,000	\$9,000	1%
Other admin. Expenses	\$46,526	\$48,000	\$48,000	3% 57% cust. Count	\$26,520	\$27,360	\$27,360	3%
Total administrative expenses	\$312,756	\$330,000	\$330,000	6%	\$180,707	\$190,830	\$190,830	6%
Return on income before taxes (revenue - allowable costs)	\$321,434	\$259,754	\$353,656	10%	\$157,607	\$119,482	\$156,892	0%
Operating margin	11.4%	9.1%	12.0%	5%	10.5%	7.9%	10.1%	-4%

Tillamook County franchise data only!

Current and Proposed Rates

	Current	Proposed	Current	Proposed	Current	Proposed
Trash Cans/Rollcarts	(32-36 gallon cans/rollcarts)		(60-65 gallon cans/rollcarts)		(90-95 gallon cans/rollcarts)	
Curbside weekly pickup	\$19.45	\$20.00	\$36.05	\$37.10	\$52.65	\$54.20
Curbside twice weekly pickup	\$38.90	\$40.00	\$72.10	\$74.20	\$105.30	\$108.40
Curbside every Other Week pickup	\$18.00	\$18.50	N/A	N/A	N/A	N/A
Curbside Once a Month pickup	\$9.00	\$9.25	N/A	N/A	N/A	N/A
Each Extra Can set out	\$6.00	\$6.20	N/A	N/A	N/A	N/A
In Yard weekly pickup	\$23.50	\$25.00	\$43.50	\$45.60	\$63.50	\$66.20
In Yard twice weekly pickup	\$47.00	\$50.00	\$87.00	\$91.20	\$127.00	\$132.40
In Yard every Other Week pickup	N/A	N/A	N/A	N/A	N/A	N/A
In Yard Once a Month pickup	N/A	N/A	N/A	N/A	N/A	N/A
Each Extra Can set out	\$6.00	\$6.20	N/A	N/A	N/A	N/A
Rental Fees						
Trash Cans/Rollcarts (per month)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
95 Gallon CCR & Office Paper Cart 2xMonth					\$6.00	\$6.00

Containers	Current	Proposed	Current	Proposed	Current	Proposed
	1 cubic yard container		1 1/2 cubic yard container		2 cubic yard container	
Weekly pickup	\$93.40	\$96.20	\$135.15	\$139.20	\$172.50	\$177.68
Each additional stop per week	\$93.40	\$96.20	\$135.15	\$139.20	\$172.50	\$177.68
Rental Fees	\$18.60	\$18.60	\$18.60	\$18.60	\$18.60	\$18.60
	3 cubic yard container		4 cubic yard container		5 cubic yard container	
Weekly pickup	N/A		N/A		N/A	
Each additional stop per week						
Rental Fees						
	6 cubic yard container		8 cubic yard container		2 yard cont. Cardboard Recycle	
Weekly pickup	N/A		N/A		\$3.40	\$3.40
Each additional stop per week					\$22.00	\$22.00
Rental Fees					\$18.60	\$18.60

Roll-off/Drop Box containers (please list charges)

10-15 yd drop boxes	Current \$110.25 per hour proposed \$113.55	Drop Box Rent \$13 per day \$200 per month
20-30 yd drop boxes	Current \$116.50 per hour proposed \$120.00	

Extra/Additional charges (eg. Go Back, On Call, Extra Stop, NSF check, replacement, etc.): Please list!

- 1 Medical Waste \$15 minimum charge \$15/gallon Large bins \$90 max weight 60 lbs
- 2 On call service current \$9 per can up to \$9.25/current \$25.25 per yard up to \$26.00
- 3 \$10 NSF fee, \$15 OTP restart fee, \$25 cart return fee, \$5 refund processing fee, Minimum two weeks of no service before crediting account.
- 4 Lost roll cart replacement fee \$60
- 5 Distance charge of \$120.00 per hour for truck time if less than 3 customers per road mile or for unscheduled or extra pick ups



Dear Tillamook County Customers,

City Sanitary Service will be increasing rates for garbage service in 2021. We will be increasing residential, commercial, and drop box service rates by approximately 3% starting July 1, 2021. The base rate for weekly roadside residential service for one can will go from \$19.45 per month to \$20 per month. The rate for a one cubic yard container to be dumped weekly will go from \$112 per month to \$114.80. The hourly rate for a truck and driver will go from \$116.50 to \$120.

Reminder: We currently offer curbside commingle recycling to all county customers. Twice per month pick up is \$9 per month in addition to your trash service.

For those with regular service, if you are going to be gone for two weeks or more, you can contact us ahead of time to temporarily stop service and avoid being charged. If your can is not out but you did not call ahead, no credit will be extended.

For a full list of rates, go to our website at:
citysanitaryservice.com or call us at 503-842-6262.



**NESTUCCA
VALLEY
SANITARY
SERVICE**

March 24, 2021

David McCall
Tillamook County
Solid Waste Manager
503 Marolf Loop
Tillamook, OR 97141

Dear David,

This is to inform you that Nestucca Valley Sanitary Service will not be requesting a rate increase this year.

Thank you for the extension I requested earlier for the annual franchisee report, I anticipate the report to be in your hands by the week of April 12, 2021.

Thank you and we look forward to continuing to serve South Tillamook County in our 71st year!

Sincerely,

Sandy Dye
President/GM
Nestucca Valley
Sanitary Service
(503)392-3438



3/31/21

Dear Tillamook County Commissioners,

City Sanitary Service took over operations of Oceanside Sanitary Service on 1/1/21. We do not have sufficient financial information to complete a rate review at this time. We ask to keep the rates unchanged until 7/1/22. In cases that services we offer did not have a rate in the Oceanside area we will continue to charge our Tillamook County rate for services. An example of this is curbside commingle recycling service and roll cart trash service. Thank you for your consideration of this issue during the transition.

Respectfully,

Robert Poppe
Co-owner

R SANITARY SERVICE
P.O BOX 198 Garibaldi Or, 97118
503-355-2522

03-30-2121

R SANITARY SERVICE IS NOT REQUESTING A RATE RAISE AT THIS TIME.

THANK YOU
MIKE



Mr. David McCall
Solid Waste Coordinator
Tillamook County
503 Marolf Loop
Tillamook, OR 97141

April 1, 2021

Dear David:

In compliance with the terms of our franchise agreement, please find enclosed the following documents that make up the Rate Review Report and Annual Financial Report:

1. Rate Review Report, which includes the following:
 - a. All the actual expenses incurred in the preceding calendar year, and all allowable expenses that we reasonably anticipate will be incurred in the upcoming rate year,
 - b. The allocation factors and percentages used to allocate shared expenses, and
 - c. The Operating Ratios for the preceding calendar year and the upcoming rate year.
2. Reviewed Financial Statement for RWO – North Coast Collection for calendar year 2020.
3. Rate Sheets – not provided, no changes requested.
4. County Rate Review Report Form and Related Party Worksheet (Excel format).

In March of 2020, a lot of things changed on short notice. We were able to adjust on the fly and found ways to keep our trucks on the road and our customer service reps on the phones. We feel very lucky that our staff and our business have all weathered this storm. At the same time, we understand that many of our customers have not been as fortunate. Some neighbors lost their jobs, and others had to deal with serious illness or the untimely loss of friends and loved ones. In recognition of these difficulties, we did not suspend or stop service for any customers from March through December of 2020. We continue to work with customers by offering extended payment plans and flexible terms.

When we built our projections for the upcoming rate year, we assumed that most things will go back to something close to “normal”, and we re-used our allocation factors from 2019 to better approximate what that may look like. As a result, we are not proposing to change collection rates at this time.

You also requested a summary of improvements made during the last year. We have nothing to report for the moment, but we are working on a few things we hope to share with you soon.

We appreciate the opportunity to provide these essential services to our neighbors. We take this obligation seriously, and we are committed to keeping our operations running as we move forward. We look forward to attending an upcoming commission meeting, either in person or via computer.

Please let us know if you have any questions or need any additional information. You can reach our Rate Analyst Dave Larmouth at 503-437-0103 or dlarmouth@recology.com. You can find me at 503-474-4839 or cpeters@recology.com.

Respectfully,

A handwritten signature in black ink, appearing to read 'Carl Peters'.

Carl Peters
General Manager



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Land of Cheese, Trees and Ocean Breeze

May 7, 2021

Staff Report
To the Solid Waste Advisory Committee

Preface: This month has gone by extremely quickly, and it seems like we just had our last meeting. I also got my second vaccine shot yesterday, so my mind is not extremely focused at the moment.

I. Household Hazardous Waste Event

We had an extremely busy HHW event on May 1st. We had a total of 158 vehicles cycle through the facility, which is one of the highest counts yet. Not quite the record, but close to it!

Especially prevalent this month was paint – we have not been sorting and mixing our own latex paint due to COVID restrictions, but shipping it all off to PaintCare. This month we shipped four totes of paint from MTS and 14 from our HHW event. We normally ship 8-10 totes, with 4-6 totes left over that we store until the next event, in case something happens between events, or to use if someone brings in some materials between events. Not this month! All the totes were filled and shipped off, which is a rare occurrence.

II. ODF Yard Debris Program

The ODF Yard Debris Program kicked off again May 1st – and people have been asking, and asking, and asking about it, and using, using, using it.

As discussed previously, funding for this program is currently confirmed only until some point likely in June. There are additional funds from the Secure Rural School Act's Title III funds available, but the County will need to go through a grant advertisement process before it can commit those funds (assuming ODF submits and wins). We should know whether and when that is possible in the near future. Depending on the timeline, there are a couple other potential options we have discussed as temporary solutions.

III. Transfer Station Staffing

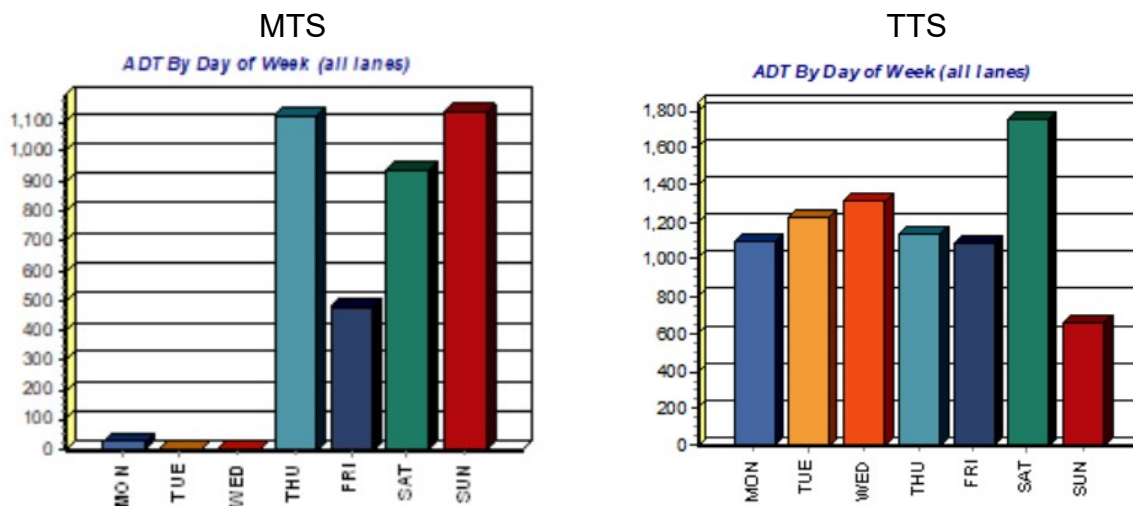
We are currently fully staffed at both MTS and PCTS – for the time being. We are looking for seasonal help (through the temp agency) to come on board for the summer –starting in May, so that we're ready for another busy summer season. ***If you know of anyone interested in a summer job, please let me know!***

IV. Transfer Station Data

Up until now we have only done occasional manual counts at our transfer stations. We know that the numbers are not overly accurate, and may not be very reflective of true traffic. (For example, such counts usually occurred over Independence Day weekend at MTS, and usually counted 400-500 vehicles.)

We have now installed traffic counters at all three transfer stations, enabling us to better, regularly, more reliably collect data on usage of the facilities.

For example, the following two graphs show traffic at MTS and TTS during the same week (which included the HHW event). Note that it shows total counts, inbound and outbound, so the numbers should be divided by two for an actual vehicle count:



With the help of this ongoing data, we will be better able to monitor actual usage of the facilities – including recycling, not just trash, ***without the risk of double-counting!*** – as well as usage on various days of the week and even time within the day. This will enable better operational planning as well.

V. New Website

On April 23, 2021, Tillamook County launched its new website. A lot of preparation went into this transition, and there are still a few issues to resolve. I will continue to spend time on this as available, and try to keep things up-to-date, but remember that it's just me working on the Solid Waste Department's side of things! (Note: Our url has also changed.)

VI. New recycled latex paint

By May 1st I was able to mix and bucket out three new batches of our recycled latex paint. This means we currently have all seven colors (White, Ivory, Blue, Yellow, Green, Brown & Grey) in stock. We are now selling our paint as follows:

Any paint bucketed out previous to 2021: \$5 per bucket (depending on the batch, 3.5-, 4- or 5-gallon buckets); and \$24 per 4-gallon bucket for 2021 batches.



Note: These 4-gallon buckets are reused buckets, “rescued” from being recycled thanks to the inquiring eagle-eye of Tom Jayred, who spotted them at a MRF a while back.

VII. Upcoming events

- a. Business (CEG) Hazardous Waste Collection Event
June 4th (registration required!)
- b. Household Hazardous Waste Collection Event
June 5th
- c. SWAC meeting
July 13th

David McCall
Solid Waste Program Manager