



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/gov/solidwaste

Land of Cheese, Trees and Ocean Breeze

TILLAMOOK COUNTY
Solid Waste Advisory Committee Meeting
Tuesday, January 12, 2021 – 3:00 pm - 5:00 pm

[Virtual meeting](#), call in number: (971) 254-3149, Conference ID: 976 671 547#

- | | |
|---|---------------------------------|
| 1. Call to Order, Welcome and Introductions | 3:00 – 3:05 |
| 2. Approval of Minutes for November 10, 2020 | 3:05 – 3:10
ACTION |
| 3. Year In Review | 3:10 – 3:30 |
| 4. Satellite transfer station operations discussion | 3:30 – 4:00
POTENTIAL ACTION |
| 5. Transfer Station Reports | 4:00 – 4:15 |
| 6. Franchised Hauler Updates | 4:15 – 4:30 |
| 7. Staff Report | 4:30 – 4:45 |
| 8. Public Comment | 4:45 – 5:00 |
| 9. Adjourn | |



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Solid Waste Advisory Committee Meeting Minutes

DATE: November 10, 2020

PLACE: Virtual meeting

MEMBERS PRESENT: Ken Henson, Tom Jayred, Justin Kanoff, Dave Larmouth, Robert Poppe, Julian Macassey

MEMBERS ABSENT: John Longfellow, David Helmricks

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

GUESTS PRESENT: Ron Walker, Tom Lang, Gordon McGraw

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:

The minutes of July 14, 2020 were presented. Correction to Item #4 requested, in that Recology did not apply for or receive a PPE loan. With a motion made by Tom Jayred, and seconded by Justin Kanoff, it was agreed to strike the section about a PPE loan for Recology and approve the minutes as amended. Motion carried (6/0).

AGENDA ITEM 3 – APPROVAL OF MINUTES:

The minutes of August 11, 2020 were presented. With a motion made by Tom Jayred, and seconded by Robert Poppe, it was agreed to approve the minutes as presented. Motion carried (6/0).

AGENDA ITEM 4 – APPROVAL OF NOTES:

The notes of October 13, 2020 were presented. With a motion made by Justin Kanoff, and seconded by Robert Poppe, it was agreed to approve the notes as presented. Motion carried (5/0 with Larmouth abstaining).

AGENDA ITEM 5 – 2021 MEETING SCHEDULE:

There was consensus to adopt the meeting schedule as presented.

AGENDA ITEM 6 – Oceanside Sanitary Service transfer request:

A request to transfer the Oceanside Sanitary Service franchise from Ken & Nonda Zwald LLC to Walker Waste Solutions LLC, in accordance with Ordinance #4, Section 4.15. Mr. Poppe answer questions, and confirmed that routes and rates would remain unchanged at least until the next regular review period. With a motion made by Justin Kanorr, seconded by Dave Larmouth, it was agreed to recommend approval of the transfer of the Oceanside Sanitary Service franchise, effective 12/31/2020. Motion carried (5/0, with Poppe abstaining).

AGENDA ITEM 7 – FINANCIAL REPORTS:

The financial reports from end-of-fiscal year and the breakout for the two satellite transfer stations through the first quarter of FY2021 was reviewed and discussed.

AGENDA ITEM 8 – TRANSFER STATION REPORTS:

Mr. McCall reported that things are still busy at all three transfer stations, though they have died down somewhat from a very busy summer. The one-month extension of the ODF Yard Debris program, the extended burn ban, and the fires resulted in approx. 290 tons of yard debris being processed through our facilities in just the month of October.

AGENDA ITEM 9 – DISASTER DEBRIS PLANNING:

Discussion was held on two primary areas of focus:

- 1) Preparing for additional capacity to accept waste in the event that disruptions occur in landfilling. This could mean the full or partial closure of Coffin Butte, or the failure of roads leading to the landfills, resulting in the need for additional storage capacity for our occurring trash. There are steps that we can take on our own, including the procurement and provision of additional drop boxes, trailers, and storage capacity at all three transfer stations.
- 2) The need to identify sites to accept debris from “islands” generated through the failure of bridges, culverts and roads in the event of a major disaster. Section 5 of the draft Plan identifies the criteria for such site selection, and the list needs to be developed.

SWAC asked for and received a commitment from Mr. McGraw and Mr. Laity to work with the Solid Waste Department in identifying a number of areas for pre-approval as Debris Management Sites. The number of those areas will depend on various factors, but we should strive for at least two sites in each region of the county (North, Central, South).

AGENDA ITEM 10 – STAFF REPORT:

The staff report was included in the packet. No questions.

AGENDA ITEM 11 – PUBLIC COMMENT:

Discussion was held with regard to holding SWAC meetings in person or online. It was agreed to hold the next one (January) online, and evaluate as time goes on.

AGENDA ITEM 12 - ADJOURN:

Meeting adjourned at 4:30 pm.

Minutes submitted by David McCall

PCTS Revenues/Expenses:

	FY2015-16 budget	FY2015-16 actual	FY2016-17 budget	FY2016-17 actual	FY2017-18 budget	FY2017-18 actual	FY2018-19 budget	FY2018-19 actual	FY2019-20 budget	FY2020 Q1	FY2020 Q2	FY2020 Q3	FY2020 Q4	FY2020 total	FY2020-21 budget	FY2021 Q1	
Acceptance fee revenues	\$ 14,240	\$ 18,995	\$ 19,232	\$ 33,972	\$ 28,175	\$ 38,578	\$ 39,339	\$ 34,950	\$ 41,969	\$ 11,093	\$ 8,260	\$ 6,193	\$ 11,932	\$ 37,478	\$ 47,253	\$ 13,523	29%
ODF revenue estimate										\$ 1,306	\$ 1,008		\$ 1,950	\$ 4,264		\$ 3,594	
Surcharge revenues								\$ 14,669	\$ 20,000	\$ 9,814	\$ 6,624	\$ 4,984	\$ 9,329	\$ 30,751	\$ 30,000	\$ 11,222	37%
Other Revenues		\$ 2,139	\$ 3,000	\$ 7,388	\$ 3,000	\$ 12,586	\$ 5,000	\$ 11,168	\$ 5,000	\$ 3,927	\$ 1,119	\$ 1,101	\$ 175	\$ 6,321	\$ 10,000	\$ 1,464	15%
Total revenues	\$ 14,240	\$ 21,134	\$ 22,232	\$ 41,361	\$ 31,175	\$ 51,164	\$ 44,339	\$ 60,787	\$ 66,969	\$ 26,140	\$ 17,011	\$ 12,277	\$ 23,386	\$ 78,815	\$ 87,253	\$ 29,802	34%
PERSONNEL EXPENSES		\$ 12,466	\$ 35,225	\$ 33,174	\$ 26,805	\$ 40,298	\$ 48,365	\$ 32,829	\$ 49,108	\$ 10,037	\$ 9,815	\$ 10,321	\$ 10,155	\$ 40,329	\$ 52,225	\$ 13,234	25%
Management expenses	\$ 34,900	\$ 15,000	\$ -	\$ 841	\$ 10,000	\$ 1,274		\$ 6,589	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	0%
Operating expenses (w/o disposal)	\$ 8,904	\$ 15,871	\$ 13,281	\$ 24,817	\$ 18,647	\$ 35,676	\$ 35,192	\$ 38,226	\$ 57,430	\$ 11,081	\$ 22,541	\$ 5,514	\$ 6,775	\$ 45,911	\$ 46,170	\$ 16,052	35%
Approx. disposal expense		\$ 7,680		\$ 12,540		\$ 17,400		\$ 19,090	\$ 18,910	\$ 5,246	\$ 3,692	\$ 3,416	\$ 5,362	\$ 17,716	\$ 18,910	\$ 5,776	31%
Total expenses:							\$ 83,557	\$ 96,735	\$ 130,447	\$ 26,364	\$ 36,048	\$ 19,251	\$ 22,292	\$ 103,955	\$ 122,304	\$ 35,063	29%
Operating result:	\$ (29,564)	\$ (22,203)	\$ (26,273)	\$ (17,471)	\$ (24,276)	\$ (26,084)	\$ (39,218)	\$ (35,948)	\$ (63,478)	\$ (223)	\$ (19,037)	\$ (6,974)	\$ 1,095	\$ (25,140)	\$ (35,051)	\$ (5,260)	15%
Capital outlay		\$ 45,861		\$ 6,548			\$ 40,000		\$ 40,000						\$ 115,000		

MTS Revenues/Expenses:

	FY2015-16 budget	FY2015-16 actual	FY2016-17 budget	FY2016-17 actual	FY2017-18 budget	FY2017-18 actual	FY2018-19 budget	FY2019 actual	FY2019-20 budget	FY2020 Q1	FY2020 Q2	FY2020 Q3	FY2020 Q4	FY2020 total	FY2020-21 budget	FY2021 Q1	
Acceptance fee revenues	\$ 122,287	\$ 165,424	\$ 142,688	\$ 186,306	\$ 205,685	\$ 198,348	\$ 230,352	\$ 122,529	\$ 194,867	\$ 38,129	\$ 24,910	\$ 25,784	\$ 36,333	\$ 125,155	\$ 182,599	\$ 46,110	25%
ODF revenue estimate										\$ 13,539	\$ 3,871		\$ 16,111	\$ 33,521		\$ 19,880	
Surcharge revenues								\$ 40,759	\$ 80,000	\$ 25,706	\$ 14,477	\$ 15,936	\$ 23,856	\$ 79,976	\$ 80,000	\$ 29,928	37%
Other Revenues								\$ 1,723	\$ 50,000	\$ 2,458	\$ 4,572	\$ 1,295	\$ 2,408	\$ 10,734	\$ 20,000	\$ 4,148	21%
Total revenues	\$ 122,287	\$ 165,424	\$ 142,688	\$ 186,306	\$ 205,685	\$ 198,348	\$ 230,352	\$ 165,011	\$ 324,867	\$ 79,832	\$ 47,830	\$ 43,015	\$ 78,708	\$ 249,385	\$ 282,599	\$ 100,067	35%
PERSONNEL EXPENSES								\$ 54,433	\$ 180,264	\$ 37,205	\$ 40,062	\$ 40,937	\$ 40,711	\$ 158,916	\$ 212,675	\$ 28,535	13%
Management expenses	\$ 94,000	\$ 86,167	\$ 94,000	\$ 110,768	\$ 96,000	\$ 105,734	\$ 96,000	\$ 120,291	\$ 30,000	\$ -	\$ 3,631	\$ -	\$ -	\$ 3,631	\$ 30,000	\$ -	0%
Operating expenses (w/o disposal)	\$ 58,206	\$ 42,734	\$ 93,644	\$ 40,560	\$ 113,591	\$ 36,288	\$ 113,690	\$ 46,588	\$ 150,285	\$ 10,144	\$ 21,678	\$ 9,128	\$ 10,431	\$ 51,381	\$ 113,782	\$ 23,686	21%
Approx. disposal expense		\$ 43,800		\$ 69,180		\$ 72,960		\$ 63,406	\$ 77,135	\$ 13,146	\$ 10,905	\$ 7,591	\$ 13,195	\$ 44,836	\$ 77,135	\$ 17,951	23%
Total expenses:	\$ 152,206	\$ 172,701	\$ 187,644	\$ 220,508	\$ 209,591	\$ 214,982	\$ 209,690	\$ 284,718	\$ 437,684	\$ 60,495	\$ 76,276	\$ 57,656	\$ 64,337	\$ 258,764	\$ 433,592	\$ 70,172	16%
Operating result:	\$ (29,919)	\$ (7,277)	\$ (44,956)	\$ (34,202)	\$ (3,906)	\$ (16,634)	\$ 20,662	\$ (119,707)	\$ (112,817)	\$ 19,337	\$ (28,446)	\$ (14,641)	\$ 14,371	\$ (9,379)	\$ (150,993)	\$ 29,895	-20%
Capital outlay							\$ 20,000	\$ 151,258	\$ 100,000		\$ 51,917			\$ 51,917	\$ 50,000		



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January 7, 2021

Staff Report
To the Solid Waste Advisory Committee

I. PCTS & MTS

As previously reported, when COVID hit, a Contingency Plan was immediately developed. We were fortunate not to have to invoke the scenarios laid out – until we encountered a scenario not foreseen in the plan.

With our own staff quarantined, one of Aaron Averill's staff and I kept the gates open and served the public at both PCTS and MTS. The two sites were open limited days during the two weeks around Christmas and New Year's. On those days business was strong, similar to that of entire weekends.

II. Outreach

With the closure of the *Shopper*, we no longer have a free publication that is distributed to all residents throughout the County. While we will continue to place ads and announcements in the *Headlight Herald*, *North Coast Citizen*, and *Pacific City Sun*, as well as the annual calendar and the *Tillamook County Pioneer*, we will need to assess our options and get a little more creative when trying to reach more and more people. In order to stay in compliance with minimum DEQ O2R requirements, we may have to consider a direct mailing, as we had done several years ago. That will be a challenge we will need to address this year.

III. Recycled Plastic Parts

I submitted a grant application to DEQ's Materials Management program for the equipment to shred and extrude plastics into forms that we could use for items like barricades and signs. This would enable us to utilize some of the commonly occurring, but not currently recyclable types of plastics we have showing up in our collection system on a regular basis: plastic clamshells, caps, #4 and #5 tubs, and perhaps some #6 trays. We should know of the DEQ's decision regarding this application before our SWAC meeting.

IV. HHW Facility

Our December event was not only the first time we had more than 100 customers at a December event, but with 157 customers it was our 3rd-highest event ever. Even though we had one fewer event this year, we still served 955 customers.

We donated two pallets of paint to fire victims in Lincoln County, and have put out to offer to other cities through the Oregon Mayors Association.



Household Hazardous Waste collection dates in 2021

Convenient collection for the
**SAFE AND PROPER
DISPOSAL**
of common household
hazardous items.
(See our website for a list of items.)

at the
Tillamook Transfer Station
1315 Ekloff Road, Tillamook
9:00am to 1:00pm

This facility **DOES NOT ACCEPT**
Ammunition, Explosives, or Medical

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Jan.—none
Feb. 6th
March 6th*
Apr.—none
May 1st
June 5th*
July 10th
Aug. 7th
Sept. 11th
Oct. 2nd*
Nov.—none
Dec. 4th

*CEG/Business event day
prior. Registration Required

**PLEASE separate
Hazardous Waste from other
items in your vehicle prior to
arriving at the event.**

V. Mini-MRF

We procured a slightly used (2 years old) 2/4 person manual sorting line from MN which would enable us to perform a quality sort on plastics, and ensure that we are able to obtain the best pricing for quality materials. It would also enable us to sort commingled recycling on site, rather than baling it and shipping it elsewhere.

There were delays in transportation, and then the extension of the ODF yard debris voucher program resulted in such an influx of material that we didn't get it assembled on site.

In December we ran 6,200 lbs of commingled recycling through the mini-MRF. It took approx. 3 hours for the sort. Aaron and I worked alongside his staff during this first trial.

I had planned on presenting SWAC with a recommended rate structure at this January meeting. Given the limited experience with this equipment, I do not feel comfortable presenting a rate structure yet. We need to be sure that we are calculating based on realistic data, so I would like to revert to this in a month or two, to coincide with our regular rate reviews.

I still believe that this is a solution that would enable the expansion of the curbside recycling system, and enable us to provide a solution to some of the staging issues currently going on in the Baling Building.

It would be better if the curbside program were to collect materials in a dual-stream manner: fibers separated from metals and plastics (with glass separate), since the sort line could be used for plastics, and the fibers could be treated as mixed paper. But if that is not possible (or supported), then it could also be used for a double sort: once to separate fibers from other materials, and then a second sort to sort the plastics, metals, etc.

VI. Process Flow Study

We have contracted a consultant to observe traffic flow at both the Tillamook and Manzanita Transfer Stations, and make some recommendations as to how things could be adjusted for additional clarity, safety, and efficiency, both currently and in anticipation of changes coming in the next decade.

Given that in 2020 we saw record levels of materials flow through TTS, this is quite timely. I have attached the consultant's current draft for a long-term revision of TTS.

TTS Quantities in 2020:

Franchised MSW	18,775 tons	4,518 transactions
MTS & PCTS	994 tons	247 transactions
Other MSW	8,637 tons	23,607 transactions
Outbound MSW	27,865 tons	1,047 transactions

VII. Upcoming events

- a. E-Waste Collection Events at all three transfer stations to benefit Senior SAFE committees
January 9th
- b. Household Hazardous Waste Collection Event
February 6th
- c. SWAC meeting
February 9th

David McCall
Solid Waste Program Manager

