



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



503 Marolf Loop Road
Tillamook, Oregon 97141
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www.co.tillamook.or.us/solid-waste

Land of Cheese, Trees and Ocean Breeze

TILLAMOOK COUNTY
Solid Waste Advisory Committee Meeting
Tuesday, December 12, 2023 – 3:00 pm - 5:00 pm

**Port of Tillamook Bay, Conference Room, 4000 Blimp Blvd., Tillamook
and
Virtual meeting, call in number: (971) 254-3149, Conference ID: 892 233 618**

- | | |
|---|-----------------------|
| 1. Call to Order, Welcome and Introductions | 3:00 – 3:05 |
| 2. Approval of Minutes for September, 2023 | 3:05 – 3:10
ACTION |
| 3. SWAC 2024 Meeting Schedule | 3:10 – 3:15
ACTION |
| 4. Current Revenue/Expenditure Update | 3:15 – 3:30 |
| 5. SWAC Roster Appointments/Resignations | 3:30 – 3:45 |
| 6. Master Recyclers Course Update | 3:45 – 4:00 |
| 7. Franchised Hauler Updates | 4:00 – 4:10 |
| 8. Transfer Station Reports | 4:10 – 4:20 |
| 9. Staff Report | 4:35 – 4:50 |
| 10. Public Comment | 4:50 – 5:00 |
| 11. Adjourn | |



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Solid Waste Advisory Committee Meeting Minutes

DATE: September 12, 2023

PLACE: Port of Tillamook Bay. Virtual option as well.

MEMBERS PRESENT: Ken Henson, Will Reding, David Helmricks, Justin Kanoff, Robert Poppe, Tom Jayred, Jessi Just

MEMBERS ABSENT: John Longfellow, Scott Miethe

STAFF PRESENT: Justin Weiss, Interim Solid Waste Program Manager

GUESTS PRESENT: Gretchen Sandau, DEQ. Dan Blue, Recology.

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

Chairperson Henson called the meeting to order at 3:02 pm with a quorum present.

AGENDA ITEM 2 – POSTPONEMENT REQUEST, APPROVAL OF MINUTES:

With a motion from Henson, seconded by Kanoff, the minutes for the May 9th SWAC meeting are approved. July SWAC meeting were tabled for approval at a future meeting. (6/0)

AGENDA ITEM 3 – Fiscal Year Budget Update/SWAC Budget Expectations

Justin Weiss asked SWAC members for input on how David McCall had previously shared budget financials and what they would like to see moving forward. Mr. Kanoff asked if the traditional budget spreadsheet was filled out? Mr. Weiss informed the council that the traditional budget spreadsheet had not been updated with revenue and expenditures through the month of August. Financial numbers through August, were compared to revenue and expenditures during the same timeframe last fiscal year, due to the Department not having an active accounting technician. Revenue was up slightly from transfer station tipping fees and the arrival of the Solid Waste Departments new Hybrid F150 truck represented the most atypical purchase for this time of year. Disposal or transfer of old F 250 truck to be determined in the near future.

AGENDA ITEM 4 – Emergency Management Plan

This agenda item was added at the request of Mr. Henson. This item had been discussed in detail during prior meeting but no official disposal location was agreed upon between the haulers and the county. Mr. Poppe recalled that county worked on the emergency plan in recent years, but no final location had been determined for disposal operations if the Tillamook Transfer Station was not able to be accessed. Belief that County Commissioners would need to approve any final disposal location; SWAC expressed interest in designating the County Fairgrounds as potential dumping point. Ideally three locations would be determined for operations

across all of Tillamook County. Mr. Weiss instructed to reach out to current Emergency Management Coordinator, Randy Thorpe to reinstate talks on the emergency plan.

AGENDA ITEM 5 – SWAC Member Processes and Logistical Pros/Cons

Mr. Weiss was informed prior to the SWAC meeting that Scott Mieth, Recology Western Oregon, was no longer with the company and thus would not be participating in SWAC proceedings moving forward. Input request from SWAC members as to how resignation and appointment process works. Mr. Kanoff added that resignations must be approved by County Commissioners and appointments must submit applications and be approved by the board. Dan Blue with Recology, expressed desire in filling vacant role.

A potential mentorship contract between former Solid Waste Program Manager and current Interim manager was discussed. This agreement would likely need to be approved by County Commissioners. SWAC supports the idea of working with the former Program Manager.

AGENDA ITEM 6 – Transfer Station Baler Discussion

Mr. Weiss asked for input on a new baler setup in the forthcoming recycling building in Pacific City. SWAC members did not have any direct interactions with baling systems. Aaron Averill, of Don G. Averill Recycling stated that based on the volume of materials moving through the Pacific City transfer station, the current top loader baler Solid Waste owns would not sufficient. Labor commitment would be too great. Side loader, conveyor type setup would be preferred. Jessi Just, added that perhaps multiple top loader baler could be utilized for different materials. Ken Henson added that perhaps the forthcoming Recycling Modernization Act (RMA) producer responsibility organization (pro) could put forth the necessary funding for anew baler.

AGENDA ITEM 5 – FRANCHISED HAULER UPDATES:

R Sanitary Service: Summer volumes are beginning to slow down, yet still quite busy in terms of volumes collected. Will Reding be taking himself off route driving as they plan to hire a few extra people.

City Sanitary Service did not have any pressing updates.

Recology Western Oregon: Katie Hardesty is taking over as operations manager. Planning upcoming community events as Dan settles into his new role.

AGENDA ITEM 6 – STAFF/TRANSFER STATION REPORT:

The staff report was included in the packet.

New temporary employee hired through BBSI temp agency. Individual to be utilized as a flex employee across all three transfer stations. Three month contract expected through November. Tom Jayred highlighted the point that cost of temp agency employees is quite expensive. Mr. Weiss updated SWAC on HR's intent to update all Solid Waste job descriptions and may be combining, outreach and accounting tech positions.

Two hazardous waste events had typical turnout. Temporary employee has been helping at events. Road Department employees have not been able to attend the last few events, limiting our ability to process paint for recycling. Mr. Kanoff asked how busy business HHW events are. Mr. Weiss stated that two business were currently signed up for forthcoming business event. Jessi Just added that the City of Wheeler found the pre-registration paperwork for hazardous waste drop-off burdensome. Suggestion to reach out to businesses who have utilized the program for feedback. Mr. Weiss to talk with Clean Earth for more information on business program and to identify areas of improvement.

Mr. Weiss expressed the intent to contract with Heart of CARTM to consult on revamping of Master Recyclers Program.

Scales at both the Manzanita and Pacific City transfer were found to be outside the allowable range of error from State Weights and Measures Department. Professional scale calibration companies were hired to complete and certify calibration. Proof of calibration was then shared with the State.

Discussion with haulers on how they accept or direct the public to dispose of medical sharps. City Sanitary accepts sharps for a fee. R-Sanitary instructs the public to remove sharp points and then dispose of in garbage. Recology offers for fee disposal at their Warrenton office.

Mr. Weiss informed SWAC that DEQ had conducted a stormwater inspection at the Tillamook Transfer Station that morning. Findings to be discussed at future SWAC meeting.

AGENDA ITEM 7 – PUBLIC COMMENT:

No Public Comment.

AGENDA ITEM 8 - ADJOURN:

Meeting adjourned at 4:12 pm.

Minutes submitted by Justin Weiss



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December 12, 2023

2024 SWAC Dates

Meeting Location

Unless otherwise noted, meetings are held in person at:

Port of Tillamook Bay Conference Room

4000 Blimp Blvd.

Tillamook, OR 97141

All meetings have a virtual option, and begin at 3:00 pm unless otherwise stated.

2023 Meeting Schedule

January 17

February 14 (*Community Meeting*)

March 14

April 11 (canceled)

May 9

July 11

September 12

November 14 (rescheduled 12/12)

2024

JANUARY

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

Su	Mo	Tu	We	Th	Fr	Sa
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MARCH

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31						

APRIL

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MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

Su	Mo	Tu	We	Th	Fr	Sa
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29	30	31				

SOLID WASTE 2023-2024			Password: BUDGET						
Revenue									
Fund 410-41000-****									
ITEM NAME	ITM.NO.	BUDGET	ESTIMATE	TO DATE	JULY	AUG	SEPT	OCT	NOV
BEGINNING BALANCE	41000-4000	\$450,000		\$750,000.00					
SERVICE CHARGES (\$12/resident & business)	41001-4363	\$240,000		\$195,181.37	\$1,561.92	\$933.51	\$724.25	\$293.10	\$191,668.59
REFUNDS & REIMBURSEMENTS	41001-4670	\$0		\$2,180.32				\$2,180.32	
SALE OF ASSETS	41001-4695								
INTEREST	41001-4699	\$10,000		\$23,682.34	\$4,210.28	\$3,994.54	\$5,725.47	\$5,218.97	\$4,533.08
DEQ GRANTS	41004-4250			\$0.00					
Local Community Funding	41004-4290	\$500		\$0.00					
Misc Revenue (bins,kitchen collectors)	41004-4690	\$1,000		\$0.00					
Misc Revenue (paint)	41004-4690	\$9,000		\$13,790.29	\$4,760.59	\$2,213.20	\$6,816.50		
Misc Revenue (advertising payments)	41004-4690			\$0.00					
Misc Revenue Cans & Bottles	41004-4690-410005	\$45,000		\$22,009.97	\$5,401.04	\$5,658.35	\$2,317.32	\$4,366.96	\$4,266.30
Asbestos	41002-4362-410006			\$0.00					
Uncovered Load Revenue (Tarp Revenue)	41002-4364-410002								
PCTS Revenue (recycling, etc.)	41002-4690-410004	\$10,000		\$0.00					
MTS Revenue (recycling, etc.)	41002-4690-410003	\$30,000		\$6,161.33		\$2,213.20		\$2,308.60	\$1,639.53
Surcharge - MTS	41002-4237-410003	\$90,000		\$77,243.06	\$18,484.00	\$14,797.91	\$16,015.00	\$19,896.50	\$8,049.65
Surcharge - PCTS	41002-4237-410004	\$40,000		\$0.00					
Surcharge - TTS	41002-4237-410002	\$50,000		\$0.00					
SW FEES (x-fer st & chg acct deposits)	41002-4362	\$3,950,000		\$1,258,933.19					
TTS				\$1,258,933.19	\$201,102.39	\$429,698.62	\$164,178.88	\$207,287.91	\$256,665.39
PCTS				\$0.00					
MTS				\$0.00					
franchised haulers				\$0.00					
charge accounts				\$0.00					
Justice Court				\$0.00					
Commingled				\$0.00					
		=====	=====	=====					
		\$4,925,500	\$0	\$2,349,181.87	\$235,520.22	\$459,509.33	\$195,777.42	\$241,552.36	\$466,822.54
			w/o Begin Ba	\$1,599,181.87					

SOLID WASTE 2023-2024										
Administration										
Fund 410-41001-****										
ITEM NAME	GL CODE	BUDGET	REMAINING	TO DATE	% SPENT	JULY	AUG	SEPT	OCT	NOV
MANAGEMENT/SUPERVISORY	41001-5200	\$145,500	\$113,074	\$32,425.82	22.29%	\$ 10,617.82	\$ 5,452.00	\$ 5,452.00	\$ 5,452.00	\$ 5,452.00
PROFESSIONAL/TECHNICAL	41001-5300	\$66,500	\$66,500	\$0.00	0.00%					
CODE ENFORCEMENT	41001-5300	\$0	\$0	\$0.00	#DIV/0!					
TRANSFER STATION ATTENDANT PCTS	41001-5500	\$0	\$0	\$0.00	#DIV/0!					
TRANSFER STATION ATTENDANT MTS	41001-5500	\$217,500	\$144,564	\$72,935.62	33.53%	\$ 15,011.52	\$ 14,453.28	\$ 14,714.65	\$ 14,572.25	\$ 14,183.92
PART TIME CODE ENFORCEMENT	41001-5600	\$0	\$0	\$0.00						
OVERTIME	41001-5899	\$4,000	\$3,795	\$204.88	5.12%		\$ 22.44	\$ 89.78	\$ 29.93	\$ 62.73
LEAVE BUYOUT	41001-5897	\$8,200	-\$889	\$9,089.28	110.84%	\$ 4,544.64	\$ 4,544.64			
AFSCME Incentive	41001-5750	\$3,000	\$3,000	\$0.00	0.00%					
0% COLA		\$0	\$0	\$0.00						
SOCIAL SECURITY-FICA	41001-5950	\$35,500	\$27,320	\$8,180.20	23.04%	\$ 2,227.30	\$ 1,460.97	\$ 1,486.12	\$ 1,470.66	1,535.15
OR PAID FAMILY MEDICAL LEAVE	41001-5952	\$1,800	\$1,372	\$427.77	23.77%	\$ 116.47	\$ 76.40	\$ 77.72	\$ 76.91	\$ 80.27
PCTS-SS			\$0	\$0.00						
MTS-SS			\$0	\$0.00						
WORKER'S COMPENSATION	41001-5955	\$16,500	\$3,434	\$13,066.17	79.19%	\$ 13,030.94	\$ 9.37	\$ 8.72	\$ 8.53	\$ 8.61
UNEMPLOYMENT	41001-5960	\$0	\$0	\$0.00						
HEALTH & LIFE INSURANCE	41001-5965	\$146,000	\$113,285	\$32,715.30	22.41%	\$ 8,513.12	\$ 6,216.27	\$ 6,216.27	\$ 6,216.27	\$ 5,553.37
PCTS-H&L INSURANCE			\$0	\$0.00						
MTS-H&L INSURANCE			\$0	\$0.00						
RETIREMENT	41001-5970	\$152,000	\$95,911	\$56,088.58	36.90%	\$ 10,725.34	\$ 11,536.92	\$ 11,275.44	\$ 11,275.44	\$ 11,275.44
PCTS-RETIREMENT			\$0	\$0.00						
MTS-RETIREMENT			\$0	\$0.00						
VEBA	41001-5980	\$12,000	\$8,895	\$3,105.00	25.88%	\$ 690.00	\$ 690.00	\$ 575.00	\$ 575.00	\$ 575.00
PCTS-VEBA			\$0	\$0.00						
MTS-VEBA			\$0	\$0.00						
Uniform allowance	41001-5990	\$2,000	\$875	\$1,125.00	56.25%					\$ 1,125.00
PCTS-Uniform allowance			\$0	\$0.00						
MTS-Uniform allowance			\$0	\$0.00						
Rounding			\$0	\$0.00						
		=====	=====	=====						
TOTAL PERSONNEL		\$810,500	\$581,136	\$229,363.62		\$65,477.15	\$44,462.29	\$39,895.70	\$39,676.99	\$39,851.49
	3 FTE; 1 100% PCTS; 1 100% MTS Lead; 2 100% MTS; 1 50% CE		71.70%	28.30%						

	GL #	BUDGET	TO GO	TO DATE						
OFFICE SUPPLIES	41001-6001	\$500	\$500	\$0.00	0.00%					
NON-CAPITAL OFFICE EQUIP	41001-6004	\$3,000	\$3,000	\$0.00	0.00%					
OPERATING SUPPLIES	41001-6005	\$0	-\$12	\$11.99					\$ 11.99	
COMPUTER SOFTWARE & LICENSES	41001-6009	\$3,000	\$402	\$2,598.11	86.60%	\$ 2,093.47			\$ 504.64	
COMPUTER SUPPLIES (RIGHT)	41001-6011	\$200	\$200	\$0.00	0.00%					
FUEL	41001-6030	\$5,000	\$3,819	\$1,181.36	23.63%					
F-250 - fuel card 2607383		\$2,000	\$1,529	\$470.94					\$ 197.40	\$ 273.54
Code Enforcement		\$1,500	\$1,500	\$0.00						
F-150 - fuel card 2607404		\$1,500	\$790	\$710.42		\$ 366.94	\$ 253.63	\$ 89.85		
Other		\$0	\$0	\$0.00						
Uniforms & Safety Supplies	41001-6251	\$1,500	\$1,500	\$0.00	0.00%					
PRINTING & ADVERTISING	41001-7001	\$1,000	\$530	\$469.65	46.97%	\$ 469.65				
BOOKS & PUBLICATIONS	41001-7003	\$300	\$300	\$0.00	0.00%					
POSTAGE & SHIPPING	41001-7005	\$300	\$282	\$17.88	5.96%	\$ 14.28	\$ 3.60			
TELEPHONE	41001-7007	\$1,200	\$1,132	\$68.41	5.70%	\$ (18.48)	\$ 20.21	\$ 19.46	\$ 32.52	\$ 14.70
INSURANCE & DEDUCTIBLES	41001-7020	\$0	\$440.00							\$ 440.00
MEMBERSHIPS & DUES	41001-7050	\$2,100	\$1,850	\$250.00	11.90%					
Chambers of Commerce		\$200	\$200	\$0.00						
NAHMMA		\$400	\$400	\$0.00						
SWANA		\$300	\$300	\$0.00						
AOR		\$300	\$50	\$250.00					\$ 250.00	
PSI		\$600	\$600	\$0.00						
Other		\$300	\$300	\$0.00						
Travel/Training/Mileage/Workshops/Conferences	41001-7080	\$7,500	\$7,482	\$17.95	0.24%					
NAHMMA		\$5,000	\$5,000	\$0.00						
AOR		\$1,000	\$1,000	\$0.00						
SWANA		\$1,000	\$1,000	\$0.00						
Other		\$500	\$482	\$17.95		\$ 17.95				
PROF SVCS(OUTSIDE AUDIT)	41001-7101	\$12,500	\$4,940	\$7,560.00	60.48%					
Auditor		\$7,000	-\$560	\$7,560.00		\$ 2,440.00	\$ 2,560.00		\$ 2,560.00	
Additional audits		\$5,000	\$5,000	\$0.00						
Secretary of State		\$500	\$500	\$0.00						
				\$0.00						
CONTRACTED SERVICES	41001-7105	\$5,000	\$5,000	\$0.00	0.00%					
IGS/PSI/CMSWMP/Other		\$3,000	\$3,000	\$0.00						
Background Checks		\$1,000	\$1,000	\$0.00						
Computer stuff		\$1,000	\$1,000	\$0.00						
MTS Planning Grant		\$0	\$0	\$0.00						
LEGAL SERVICES	41001-7110	\$3,000	\$3,000	\$0.00	0.00%					
R&M/VEHICLES	41001-7603	\$5,000	\$4,705	\$294.91	5.90%					\$ 294.91
Recycle Truck (Escape)		\$2,000	\$1,705	\$294.91						
Gary's Vehicle		\$1,500	\$1,500	\$0.00						
Pickup & Trailer		\$1,500	\$1,500	\$0.00						
Blue Bomber		\$0	\$0	\$0.00						
MISC. MATERIALS & SERVICES	41001-7899	\$500	\$388	\$111.80	22.36%		\$ 111.80			
COMPUTER/OFFICE EQUIPMENT	41001-9020	\$1,500	\$1,500	\$0.00						
Office		\$0	\$0	\$0.00						
MTS		\$0	\$0	\$0.00						
VEHICLES (right)	41001-9030	\$50,000	-\$5,007	\$55,007.49	110.01%		\$ 55,007.49			
MACHINERY & EQUIPMENT	41001-9035	\$0	\$0	\$0.00						
INDIRECT COST ALLOC (right)	41001-8001	\$86,780	\$50,622	\$36,158.35	41.67%	\$ 7,231.67	\$ 7,231.67	\$ 7,231.67	\$ 7,231.67	\$ 7,231.67
INTERCOUNTY-INSURANCE (right)	41001-8002	\$20,510	\$3,739	\$16,771.28	81.77%				\$ 16,771.28	
INTERCOUNTY ROAD ADMIN.(right)	41001-8004	\$30,000	\$30,000	\$0.00	0.00%					
IS SUPPORT SERVICES	41001-8007	\$1,000	\$1,000	\$0.00	0.00%					
TRANSFER TO SINKING (right)	41001-9883	\$155,000	\$90,417	\$64,583.35	41.67%	\$ 12,916.67	\$ 12,916.67	\$ 12,916.67	\$ 12,916.67	\$ 12,916.67
TRANSFER TO POST CLOSURE RESERV.	41001-9884	\$0	\$0	\$0.00						
		=====	=====	=====						
		\$396,390	\$210,847	\$185,542.53		\$25,532.15	\$78,105.07	\$20,762.29	\$39,971.53	\$21,171.49
ADMIN + Personnel Costs =		\$1,206,890.00	\$791,983.85	\$414,906.15		\$91,009.30	\$122,567.36	\$60,657.99	\$79,648.52	\$61,022.98
			65.62%		34.38%					
UNAPPROPRIATED ENDING FUND BALANCE		\$100,000								
TOTAL ADMINISTRATIVE FUNCTIONS		\$1,306,890								

SOLID WASTE 2023-2024										
Transfer Station										
Fund 410-41002-****										
ITEM NAME	GL CODE	BUDGET	REMAINING	TO DATE	% SPENT	JULY	AUG	SEPT	OCT	NOV
NON-CAPITAL OFFICE EQUIP	41002-6004	\$2,000	\$400	\$1,600.28				\$ 1,600.28		
OPERATING SUPPLIES	41002-6005	\$7,500	\$5,000	\$2,440.08	32.53%			\$ 2,420.09	\$ 19.99	
COMPUTER SOFTWARE & LICENSING	41002-6009	\$2,000	\$2,000	\$0.00	0.00%					
FUEL & LUBRICANTS	41002-6030	\$4,000	\$2,402	\$1,598.23	39.96%					
PCTS equipment - fuel card 3067		\$1,000	\$786	\$213.75		\$ 76.58	\$ 54.87	\$ 29.99	\$ 52.31	
MTS equipment - fuel card 3106 if propane		\$3,000	\$1,616	\$1,384.48						\$ 1,384.48
Printing & Advertising (Recruitment)	41002-7001	\$1,000	\$530	\$469.65		\$ 469.65				
TELEPHONE	41002-7007	\$2,000	\$1,210	\$790.16	39.51%					
PCTS Telephone - Centurylink		\$500	\$500	\$0.00						
MTS Telephone - RTI / Verizon		\$1,500	\$710	\$790.16		\$ 169.26	\$ 230.54	\$ 75.68	\$ 197.78	\$ 116.90
NETWORK FEES (Wireless)	41002-7012	\$4,000	\$2,020	\$1,979.75	49.49%					
TTS Wireless Service		\$750	-\$750	\$1,499.75		\$ 359.90	\$ 120.00	\$ 120.00	\$ 479.90	\$ 419.95
MTS Internet		\$2,500	\$2,260	\$240.00			\$ 120.00	\$ 120.00		
PCTS Internet		\$750	\$510	\$240.00			\$ 120.00	\$ 120.00		
BANK FEES	41002-7013	\$25,000	\$14,296	\$10,703.54	42.81%					
Printing-Dep.Slips, receipts		\$1,000	-\$7290	\$8,289.56		\$ 2,244.64				\$ 6,044.92
TTS cc charges		\$20,000	\$17,586	\$2,413.98			\$ 2,413.98			
MTS cc charges		\$2,000	\$2,000	\$0.00						
PCTS cc charges		\$2,000	\$2,000	\$0.00						
CONTRACTED SERVICES	41002-7105	\$2,995,000	\$2,018,839	\$976,161.46	32.59%					
Don G. Averill Recycling - 410002		\$2,625,000	\$1,665,988	\$959,012.39		\$ 243,912.98	\$ 258,941.04			\$ 456,158.37
Seagull netting		\$0	\$0	\$0.00						
composting		\$55,000	\$37,851	\$17,149.07				\$ 17,149.07		
Shingles/Other(Tires?)		\$5,000	\$5,000	\$0.00						
Commingled cost		\$5,000	\$5,000	\$0.00						
MTS - 410003 management		\$0	\$0	\$0.00						
of that temp seasonal staff		\$25,000		\$0.00						
MTS - 410003 operating costs		\$100,000	\$100,000	\$0.00						
PCTS - 410004 management costs		\$30,000	\$30,000	\$0.00						
of that temp seasonal staff				\$0.00						
PCTS - 410004 operating costs		\$50,000	\$50,000	\$0.00						
Contingency		\$100,000	\$100,000	\$0.00						
MONITORING	41002-7205	\$20,000	\$20,000	\$0.00	0.00%					
UTILITIES	41002-7410	\$3,500	\$2,147	\$1,353.22	38.66%					
PUD PCTS - 97797		\$1,000	\$345	\$654.67		\$ 544.99				\$ 109.68
PUD & WATER MTS - 105766		\$2,500	\$1,801	\$698.55				\$ 299.59	\$ 398.96	
PUD TTS				\$0.00						
R&M/BUILDINGS & GROUNDS	41002-7450	\$85,000	\$72,613	\$12,386.56	14.57%					
MTS		\$10,000	\$6,666	\$3,333.89		\$ 2,283.89	\$ 1,050.00			
PCTS		\$10,000	\$10,000	\$0.00						
TTS		\$65,000	\$55,947	\$9,052.67					\$ 2,880.00	\$ 6,172.67
Other		\$0	\$0	\$0.00						
R&M/EQUIPMENT	41002-7605	\$40,000	\$32,557	\$7,443.13	18.61%					
TTS		\$10,000	\$2,574	\$7,425.80		\$ 2,074.01		\$ 611.96		\$ 4,739.83
PCTS equipment		\$10,000	\$9,983	\$17.33			\$ 17.33			
MTS equipment		\$20,000	\$20,000	\$0.00						
PERMIT FEES	41002-7650	\$5,000	\$2,916	\$2,084.08	41.68%					
DEQ Xfer Station Fees (M-50.00 & PC-50.00)		\$100	-\$500	\$600.00		\$ 600.00				
DEQ Xfer Station Fees (Tillamook-500.00)		\$500	\$500	\$0.00						
DEQ Stormwater / NPDES Permit Fee		\$1,500	\$16	\$1,484.08				\$ 1,484.08		
DEQ Stormwater / NPDES Permit Fee - Manzanita				\$0.00						
ScaleCertificationFee-ORDeptAG(Tillamook210.00&PC1		\$900	\$900	\$0.00						
Other			\$0	\$0.00						
No-CHARGE DISPOSAL	41002-7853	\$0	\$0	\$0.00						
MISC. MTL & SERV	41002-7899	\$0	-\$150	\$150.00		\$ 150.00				
INTERCOUNTY/WORK CREW	41002-8010	\$3,000	\$3,000	\$0.00	0.00%					
MTS Work		\$700	\$700	\$0.00						
PCTS Work		\$700	\$700	\$0.00						
TTS Work		\$1,600	\$1,600	\$0.00						
CAPITAL OUTLAY	41002-9040	\$0	\$0	\$0.00						
MTS Work		\$0	\$0	\$0.00						
PCTS Work		\$0	\$0	\$0.00						
TTS Work		\$0	\$0	\$0.00						
TRANSFER TO SINKING (right)	41002-9883	\$0	-\$687	\$686.50		\$ 686.50				
CONTINGENCY	41002-9900	\$122,810	\$122,810	\$0.00	0.00%					
		\$3,199,000	\$2,179,153	\$1,019,846.64		\$253,572.40	\$263,067.76	\$24,030.74	\$4,028.94	\$475,146.80
			68.12%		31.88%					

SOLID WASTE 2023-2024

Landfill

Fund 410-41003-****

ITEM NAME	ITM.NO.	BUDGET	REMAINING	TO DATE	% SPENT	JULY	AUG	SEPT	OCT	NOV
TELEPHONE (alarm phone line)	41003-7007	\$750	\$404	\$346.05	46.14%	\$ 68.82	\$ 69.04	\$ 69.04	\$ 69.04	\$ 70.11
PROFESSIONAL SERVICES	41003-7101	\$0	\$0	\$0.00						
CONTRACTED SERVICES (Alarm monitoring)	41003-7105	\$500	\$188	\$312.00	62.40%	\$ 312.00				
MONITORING	41003-7205	\$50,000	\$12,815	\$37,185.27	74.37%					
Alternate leachate feasibility study		\$0	\$0	\$0.00						
TC Surveyer		\$0	\$0	\$0.00						
TCPW		\$0	\$0	\$0.00						
HartCrowser		\$0	\$0	\$0.00						
Parametrix		\$50,000	\$12,815	\$37,185.27		\$ 1,467.95			\$ 7,102.94	\$ 28,614.38
UTILITIES (PUD)	41003-7410	\$3,000	\$2,257	\$742.56	24.75%	\$ 329.55		\$ 182.16	\$ 138.33	\$ 92.52
R&M/BUILDINGS & GROUNDS	41003-7450	\$5,000	\$5,000	\$0.00	0.00%					
Knotweed Abatement		\$1,000.00	\$1,000.00	\$0.00						
Other groundwork		\$2,000.00	\$2,000.00	\$0.00						
Stormwater management		\$2,000.00	\$2,000.00	\$0.00						
R&M/EQUIPMENT	41003-7605	\$10,000	\$8,334	\$1,666.24	16.66%					
Pump Repairs/Replacement		\$5,000.00	\$5,000.00	\$0.00						
Miscellaneous		\$5,000.00	\$3,333.76	\$1,666.24						\$ 833.12
PERMIT FEES (DEQ Closed LF Fee)	41003-7650	\$500	\$224	\$276.00	55.20%	\$ 276.00				
MISC. MTLs. & SERV.	41003-7899	\$0	\$0	\$0.00						
INTERCOUNTY/INSURANCE (Closed Landfill Insurance)	41003-8002	\$3,000	\$547	\$2,453.14	81.77%				\$ 2,453.14	
INTERCOUNTY/WORK CREW	41003-8010	\$3,000	\$3,000	\$0.00	0.00%					
CAPITAL OUTLAY	41003-9035	\$50,000	\$50,000	\$0.00	0.00%					
OPERATING CONTINGENCY	41003-9900	\$0	\$0	\$0.00						
		=====	=====	=====						
		\$125,750	\$83,602	\$42,148.14		\$ 2,454.32	\$ 69.04	\$ 251.20	\$ 9,763.45	\$ 29,610.13
			66.48%		33.52%					

SOLID WASTE 2023-2024

Recycle, HHW, Code Enforcement (RHC)

Fund 410-41004-****

ITEM NAME	GL CODE	BUDGET	REMAINING	TO DATE	JULY	AUG	SEPT	OCT	NOV
NON-CAPITAL EQUIPMENT	41004-6004	\$0	\$0	\$0.00					
FUEL & LUBRICANTS (add to 23/24 budget) - fuel card 3106 if diesel	41004-6030	\$200		\$38.34		\$ 38.34			
TELEPHONE	41004-7007	\$750	\$491	\$259.47	\$ 64.47	\$ 64.65	\$ 64.66		\$ 65.69
CONTRACTED SERVICES	41004-7105	\$0	\$0	\$0.00					
UTILITIES (HHW facility)	41004-7410	\$600	\$413	\$187.27	\$ 48.53	\$ 46.67	\$ 43.61		\$ 48.46
R&M/BUILDINGS & GROUNDS	41004-7450	\$1,500	\$1,500	\$0.00					
HHW Building		\$1,500.00	\$1,500.00	\$0.00					
R&M/EQUIPMENT	41004-7605	\$5,000	\$4,826	\$174.00	\$ 174.00				
CODE ENFORCEMENT PROGRAM (Illegal dumping)	41004-7835	\$20,000	\$20,000	\$0.00	\$ -				
HAZARDOUS WASTE PROGRAM	41004-7850	\$100,000	\$38,884	\$61,116.43					
Stericycle Environmental Services	\$80,000		\$18,951	\$61,049.43	\$19,993.87	\$ 1,283.77	\$ 2,444.03		\$37,327.76
Facility Supplies	\$1,000		\$1,000	\$0.00					
Facility Repairs	\$1,000		\$1,000	\$0.00					
Advertising	\$1,000		\$1,000	\$0.00					
Equipment	\$1,500		\$1,500	\$0.00					
Paint recycling	\$5,000		\$5,000	\$0.00					
Workforce & Disposal	\$5,000		\$4,933	\$67.00				\$ 67.00	
Sharps	\$0		\$0	\$0.00					
Asbestos	\$5,500		\$5,500	\$0.00					
RECYCLING - PROMOTION	41004-7851	\$40,000	\$26,374	\$13,626.18					
Waste Wise	\$0		\$0	\$0.00					
Home & Garden	\$3,000		\$3,000	\$0.00					
Fair			\$0	\$0.00					
Composters/Office recycling			\$0	\$0.00					
Calendars	\$1,500		\$1,500	\$0.00					
Advertising	\$12,000		\$5,029	\$6,970.56	\$ 2,536.64	\$ 1,029.28	\$ 2,001.64	\$ 1,403.00	
Other events	\$500		\$497	\$3.00				\$ 3.00	
Recycling Promotion	\$500		\$500	\$0.00					
Various Recy Promo & MR items				\$6,652.62					
Plastics Recycling Equipment	\$500		\$436	\$64.00				\$ 64.00	
Master Recyclers classes, trips, events	\$5,000		\$5,000	\$0.00					
Recycling/Hauling	\$13,000		\$6,411	\$6,588.62					\$ 6,588.62
Recycling Trailer			\$0	\$0.00					
Community Recycling	\$500		\$500	\$0.00					
Signage	\$500		\$500	\$0.00					
MRF	\$3,000		\$3,000	\$0.00					
RECYCLING - SERVICES	41004-7852	\$0	\$0	\$0.00					
NO CHARGE DISPOSAL	41004-7853	\$3,000	\$1,682	\$1,317.83					
SOLV Cleanup Events	\$500		\$500	\$0.00					
Jail Crew/Rd Crew Trash Pickup	\$500		\$500	\$0.00					
Tire Event	\$500		\$500	\$0.00					
HHW & Misc.	\$1,500		\$182	\$1,317.83	\$ 183.09	\$ 220.13	\$ 67.43		\$ 847.18
Cape Kiwanda	\$0		\$0	\$0.00					
			\$0	\$0.00					
INTERCOUNTY/WORK CREW	41004-8010	\$0	\$0	\$0.00					
CODE ENFORCEMENT	41004-8011	\$0	\$0	\$0.00					
MACHINERY & EQUIPMENT	41004-9035	\$0	\$0	\$0.00					
		=====	=====	=====					
		\$171,050	\$94,330	\$76,719.52	\$23,000.60	\$2,682.84	\$4,621.37	\$1,537.00	\$44,877.71
			55.15%	44.85%					

SOLID WASTE SINKING FUND 2023-2024									
Fund 420-4200*-****									
REVENUES									
		BUDGET	ESTIMATE	TO DATE	July	August	Sept	Oct	Nov
Beginning Balance	42000-4000	\$350,000							
State Grants	42000-4250	\$0		\$0.00					
Refunds & Reimbursements	42000-4670	\$2,520,030							
Interest	42000-4699	\$1,000		\$2,042.09	\$392.73	\$369.80	\$554.90	\$410.02	\$314.64
Trans. From S.W.	42000-4806	\$155,000		\$65,269.85	\$13,603.17	\$12,916.67	\$12,916.67	\$12,916.67	\$12,916.67
		=====	=====	=====					
TOTAL OF REVENUES		\$3,026,030	\$0	\$67,311.94	\$13,995.90	\$13,286.47	\$13,471.57	\$13,326.69	\$13,231.31
				\$67,311.94	Total Revenue less Beginning Balance				

SOLID WASTE SINKING FUND 2023-2024										
Fund 420-4200*-****										
EXPENDITURES		BUDGET	ANTICIPATED	TO DATE	% Spent	July	August	Sept	Oct	Nov
CONSULTANT ENGINEERING	42000-7103	\$0	\$0	\$0.00						
PERMIT FEES	42000-7650	\$0	\$0	\$0.00						
MACHINERY/EQUIPMENT	42000-9035	\$0	\$0	\$125.84		\$125.84				
TRANSFER STATION CAPITAL PROJECTS	42000-9040	\$2,773,740	\$0	\$95,969.98	3.46%					
Buildings & Improvements (PCTS)			\$1,948,740	\$53,978.48				\$53,978.48		
Capital Projects			\$150,000	\$41,991.50		\$27,400.25			\$14,591.25	
Capital Projects (MTS)			\$425,000	\$0.00						
Capital Projects (TTS reshape)			\$250,000	\$0.00						
			\$0	\$0.00						
		=====	=====	=====						
		\$2,773,740	\$2,773,740	\$96,095.82	3.46%	\$27,526.09	\$0.00	\$53,978.48	\$14,591.25	\$0.00
TRANSFERS OUT:										
SRF repayment (annual) MTS	42000-9883	\$25,000		\$0.00	\$0					
SRF repayment (annual) PCTS	42000-9883	\$56,000		\$0.00	\$0					
Unappropriated ending fund balance	42000-9995	\$110,000		\$0.00	\$0					
CONTINGENCY	42000-9900	\$61,290		\$0.00	\$0					
		=====								
		\$252,290								
SW Sinking EXP TOTAL		\$3,026,030								

- e. A person engaged in the practice of towing or otherwise removing damaged, discarded or abandoned vehicles or parts thereof, so long as such activity is conducted in compliance with applicable state and local laws.
- C. Farming practices and agricultural land uses that are regulated by state or federal law or Oregon Administrative Rule, such as Confined Animal Feeding Operations (CAFO), shall be exempt from the provisions of Sections 8.01 and 8.02 of this ordinance. Accumulations of solid waste or other activities on agricultural lands or on farming operations that would otherwise constitute a violation of this ordinance on non-farm lands are not exempt from said sections.

ARTICLE II. SOLID WASTE ADVISORY COMMITTEE

Section 2.01. Solid Waste Advisory Committee.

There is hereby created a Solid Waste Advisory Committee including:

- A. Nine members:
 - a. Two representatives of the solid waste collection industry not representing the same organization.
 - b. One representative of the dairy farming industry.
 - c. One representative of the timber manufacturing industry.
 - d. One representative of the incorporated cities of Tillamook County.
 - e. Two representatives of the public at large representing the unincorporated areas of Tillamook County.
 - f. One representative from a transfer station or principle organization responsible for marketing recyclables from within the watershed.
 - g. One representative from the construction industry.
- B. Non voting Ex-Officio members of the Committee, including but not limited to:
 - a. The Solid Waste Administrator and County Staff.
 - b. Representatives of incorporated cities may be appointed by each city annually by resolution.
 - c. Any industry professional so designated by formal action of the Solid Waste Advisory Committee.

Section 2.02. Appointment of Solid Waste Advisory Committee.

- A. Members shall be appointed by the Board. The Board may appoint additional persons to the Committee in these categories. The Board may appoint or approve designation of alternates to serve in the absence of persons appointed to the Committee in the event of emergency or short term leave of absence.
- B. Public employees shall serve for the term of their Office. Appointment of other persons as members shall be for staggered terms of the initial Committee not to exceed the three-year terms. Members shall serve until their qualified successors are appointed vacancies shall be filled by the Board for the balance of a members' expired term.
- C. The Committee shall vote one member as Chairperson and another as Vice-Chairperson. The Chairperson shall serve for a period of two years beginning July 1 and ending June 30 of the

second year. The Chairperson shall be succeeded by the Vice-Chairperson. The Committee shall nominate and vote for a new Vice-Chair person in April of the year of succession.

- D. Five members of the Committee shall constitute a quorum for the transaction of business. The committee shall meet at such time as deemed necessary or as called by the Board. The Chairperson or any three members of the Committee may call a special meeting with ten days notice to other members of the committee; provided however, that members may waive such notice.

Section 2.03. Duties of the Solid Waste Advisory Committee.

In addition to other duties prescribed by this ordinance, the committee shall:

- A. Make an executive summary to the Board for the prior fiscal year. Summary shall contain recommendations on development and implementation of a solid waste management plan and any necessary regulations or amendments to this ordinance as needed.
- B. In consultation with responsible public officials and with persons providing service:
 - a. Provide a review and periodically update the county solid waste management plan.
 - b. Develop and recommend to the appropriate agency or the Board minimum standards for location and operation of disposal sites including, but not limited to, protection of adjacent or nearby residents.
- C. Provide input and recommendations to the Board on policies, projects, enforcement, budget, rate reviews, contracts and franchises.
- D. Supports the county and franchisees in all aspects of waste prevention, reduction, reuse and recycling activities.
- E. Perform such other duties as directed by the Board or as the Committee may find necessary to effectively carry out the purposes of this ordinance.

Section 2.04. Regional Solid Waste Committee.

The Committee may appoint one or more members of the Committee to serve on any regional solid waste committee to advise the Board.

ARTICLE III. REGULATION OF SOLID WASTE MANAGEMENT

Section 3.01. Regulation of Solid Waste Management.

Upon its own motion or upon recommendation of the Committee, the Board may adopt reasonable and necessary ordinances, resolutions, or orders regulating solid waste management or implementing this ordinance. Such regulations shall not conflict with ORS Chapters 459 and 459A and rules promulgated pursuant thereto.

ARTICLE IV. FRANCHISING OF SOLID WASTE COLLECTION AND DISPOSAL

Section 4.01. Persons, Activities and Practices Regulated.

From: [Isabel Gilda](#)
To: [Justin Weiss](#)
Cc: [Chris Laity](#)
Subject: RE: Solid Waste Advisory Committee Members
Date: Friday, December 1, 2023 11:03:04 AM

Hi Justin,

We could appoint Dan Blue to represent the solid waste industry to replace Scott Miethe. I have removed David Larmouth—I didn't realize Scott replaced David. What about the others, are they being reappointed? Also, Kevin Stoecker on the Solid Waste Budget Committee has an appointment expiring on 12/31/2023 also.

- Tom Jayred
- Ken Henson
- John Longfellow
- Justin Kanoff



Isabel Gilda | Executive Assistant
TILLAMOOK COUNTY | BOARD OF COMMISSIONERS
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From: Justin Weiss <jweiss@co.tillamook.or.us>
Sent: Friday, November 3, 2023 5:59 PM
To: Isabel Gilda <igilda@co.tillamook.or.us>
Cc: Chris Laity <claity@co.tillamook.or.us>
Subject: RE: Solid Waste Advisory Committee Members

Hi Isabel,

Thank you for the member appointment update.

David Larmouth is not an active member of SWAC. Additionally, Scott Miethe is no longer with Recology and thus will no longer be participating in the SWAC. Is there a formal process to remove them from the roster (I believe David has been gone for quite some time and Scott recently moved on)?

I also have a new representative from Recology (Dan Blue) who would like to join the Committee.

What does this process look like?

Thank you for your assistance,



Justin Weiss | Program Manager (Interim)
TILLAMOOK COUNTY | Solid Waste
503 Marolf Loop
Tillamook, OR 97141
Phone (503) 368-7764
Cell (503) 812-8507
Justin.Weiss@tillamookcounty.gov

From: Isabel Gilda <igilda@co.tillamook.or.us>
Sent: Friday, November 3, 2023 9:44 AM
To: Justin Weiss <jweiss@co.tillamook.or.us>
Subject: Solid Waste Advisory Committee Members

Hi Justin,

The following solid waste advisory committee members' appointments will expire on 12/31/2023. Please confirm if they are being reappointed and I will start working on the board orders. Appointments are three year terms.

Thank you,
Isabel

- Tom Jayred
- David Larmouth
- Ken Henson
- John Longfellow
- Justin Kanoff



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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

Land of Cheese, Trees and Ocean Breeze

December 12, 2023

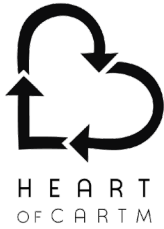
Master Recycler Class Update

The Master Recyclers class has not been taught since COVID impacted operations in early 2020. Existing volunteers have continually supported our household hazardous waste program, along with outreach events such as the Home and Garden show and National Sharps collection day. It is my hope that with the help of a knowledgeable consultant, the Solid Waste department can reinvigorate the Master Recycler Program with new ideas, branding and participants.

In November, 2023 the Solid Waste Department finalized a financial agreement with the Heart of CARTM to spearhead efforts for the following:

- Update course materials to contain new data, figures, and content.
- Update associated graphics and branding materials.
- Teach the course in Spring 2024.

Beyond the agreement, this collaborative venture will enable both the Solid Waste Department and Heart of CARTM to apply for grants through a joint partnership. Heart of CARTM has already submitted applications for over \$20,000 in additional funding to support the Master Recycler program



Heart of Cartm
PO Box 122
Manzanita, OR 97130
971-389-8414

SCOPE OF WORK

Title	Tillamook County Master Recyclers Course Update
Scope of Work Duration	November 2023 - June 2024
Project Lead	Jessi Just, Heart of Cartm Executive Director
Contract Amount	\$4,500

Background:

The Tillamook County Master Recycler program is an asset to the solid waste department and to the communities of Tillamook County. With its first class in 2014, Tillamook County became the 13th county in Oregon to establish a Master Recyclers program. Under the leadership of a county outreach and education coordinator, Master Recyclers have volunteered over 500 hours to educate communities about the importance of recycling and to help with county solid waste events such as hazardous waste disposal days.

Since 2019, Tillamook County Solid Waste has been unable to successfully hire a county outreach coordinator, the primary program leader. During the pandemic, no Master Recycler program classes were held and therefore no new volunteers have been inducted into the program. Volunteer participation and hours have subsequently dropped.

Heart of Cartm, as a 501©3 nonprofit organization with strong, historical community support, has the ability to manage volunteers and run successful education programs. Heart of Cartm brings the following value to Tillamook County:

- Ability to garner funds, only available to nonprofits, for county-wide community benefit

Together we're leading the community to zero waste!



Heart of Cartm
PO Box 122
Manzanita, OR 97130
971-389-8414

- Cost effective solution to fulfilling some of the duties of the vacant county outreach and education coordinator position
- Proven ability to host successful events, manage volunteers and garner community support

Project Overview:

Due to a multi-year hiatus from the Master Recyclers classes, it is critical to review and update the course material before the Spring 2023 classes. Course information must stay relevant to ensure the Master Recyclers Program function and effectiveness within Tillamook County Solid Waste.

Heart of Cartm's Executive Director, with 20 years of experience in volunteer coordination and teaching waste reduction education, will cooperate with Tillamook County's Transfer Station Supervisor to review and update all course material, including tours.

Description of Services:

Heart of Cartm will cooperate with Tillamook County Solid Waste to

Deliverables:

1. Perform an administrative review of the Master Recyclers curriculum to determine necessary updates for relevancy.
2. Update class materials, which includes: print handouts, presentations and tours.
3. Produce a contemporary advertisement for the Spring 2023 class.
4. Teach 1 course on the importance of repair.
5. Host a tour of the Heart of Cartm store, workshop and Repair Cafe.



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



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

Land of Cheese, Trees and Ocean Breeze

December 12, 2023

Staff Report
To the Solid Waste Advisory Committee

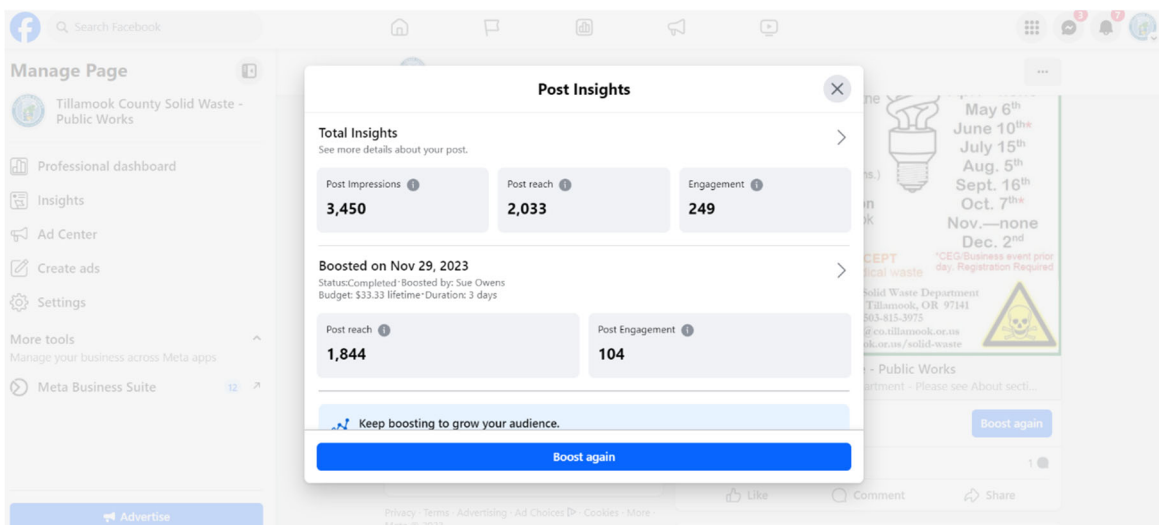
I. Solid Waste Staffing

Kennedy, our temporary BBSI employee, is no longer contracted with the county. Currently have three staff members in Manzanita and one in Pacific City. These levels will likely hold steady through our “winter” operating schedule. Bridgette is currently on medical leave as of November, 17th, for up to 6 weeks. Plan is for Program Manager to cover a majority of the operating days in Pacific City, with Tory providing backup coverage as needed.

HR continues to work on updating job descriptions within the Solid Waste Department. This includes: Program Manager, Education and Outreach, Code Enforcement and Transfer Station Attendant.

II. Household Hazardous Waste

Public turnout for the December HHW event totaled 132 vehicles. Great turnout compared to previous December events. While participation is unpredictable, I did deploy a new ad technique that could be partially responsible, Facebook Ads.



III. Upcoming events

January, 2024 – Master Recycler Meet n’ Greet.

February 3, 2024 – Household Hazardous Waste Collection

Justin Weiss
Interim Solid Waste Program Manager



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



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Land of Cheese, Trees and Ocean Breeze

November 14, 2023

Transfer Station Report To the Solid Waste Advisory Committee

I. Transfer Station Improvements

Overflow and Stormwater Grant (OSG) funds have been awarded to Pacific City in the amount of \$322,000; the agreement should be finalized before the end of year. These funds will be used to cover all design costs and materials that directly correlate to stormwater management (downspouts, asphalt for grading, bioswales). An agreement is currently being drafted to award OSG funds for the Manzanita transfer station. Again, these funds can only be used on components which support stormwater management. In Manzanita, this will include bioswales, downspouts and berms, as well as, construction of failing retaining wall on east side of operations.

The SRF loan funds have completed the State Environmental Review Process (SERP) and are moving into a 30-day public notice phase. During this timeframe Solid Waste Program Manager will be prepping materials for approval by the County Board of Commissioners.

II. Manzanita Transfer Station The east timber wall failed in early December.



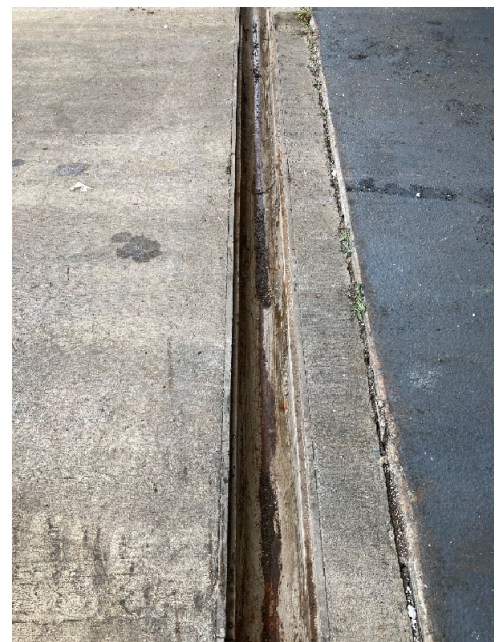
Annexation of the Manzanita Transfer Station was approved by Manzanita City Council on Wednesday, 12/6. This will allow for a more seamless permitting process when moving toward the east wall construction.

III. Pacific City Transfer Station

A request for proposal process is planned for early 2024 to complete design plans for the site. SRF loan funds will be utilized to fund a majority of the project with OSG funds supporting the wastewater specific infrastructure and a stormwater management plan.

IV. Tillamook Transfer Station

The Tillamook transfer station was inspected by DEQ stormwater personnel on September, 12th. The site received one Class I violation and two Class II violations (Class III is the least severe). A majority of the required corrective actions have been completed and proof has been submitted to DEQ. Two more intricate corrective actions are needed and are currently being planned (public/franchise building berm, oil saturated soil). DEQ inspector stated that the office of enforcement and compliance would be in contact regarding civil penalties. As of this meeting, no penalties have been assessed.





Justin Weiss
Interim Solid Waste Program Manager



Oregon

Tina Kotek, Governor

Northwest Region Portland Office/Water Quality

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TTY 711

September 22, 2023

Justin Weiss
Tillamook County Public Works Department
503 Marolf Loop Road
Tillamook, Oregon 97141

**RE: Pre-Enforcement Notice
2023-PEN-7625
Tillamook Transfer Station
DEQ PLC 12144
Tillamook County**

Justin,

On September 12, 2023, the Department of Environmental Quality (DEQ) conducted an inspection of the Tillamook Transfer Station located at 1315 Eckloff Road in Tillamook. DEQ observed multiple areas of non-compliance with conditions of the 1200-Z industrial stormwater general permit. Please see the attached inspection report for full details.

Based upon the inspection of your facility, DEQ has concluded that you are responsible for the following violations of Oregon environmental law:

VIOLATIONS:

1. ORS 468B.025(2) No person shall violate the conditions of any waste discharge permit issued under ORS 468B.050 (Water quality permit). This violation is for failing to implement the Stormwater Pollution Control Plan. Registrant failed to minimize exposure, implement housekeeping, preventative maintenance, spill response, debris control, enact employee education, control oil and grease, update the SWPCP with new industrial activity, segregate waste discharges from stormwater system, failed to control sedimentation, failed to clean stormwater infrastructure, and failed to implement secondary containment. This is a Class I violation.
2. ORS 468B.025(2) No person shall violate the conditions of any waste discharge permit issued under ORS 468B.050 (Water quality permit). This violation is for failing to implement Schedule A(11) Tier 1 corrective action responses for 33 benchmark exceedances. This is a Class II violation.
3. No person shall violate the conditions of any waste discharge permit issued under ORS 468B.050 (Water quality permit). This violation is for failing to implement Schedule B(12) inspection requirements on 36 occasions. This is a Class II violation.

Class I violations are the most serious violations; Class III violations are the least serious.

The violations cited above pose the risk of significant environmental harm and has been referred to the Office of Compliance and Enforcement for formal enforcement action. Formal enforcement action may result in assessment of civil penalties and/or a department order. A formal enforcement action may include a civil penalty assessment up to \$25,000.00 per day per violation (beginning on the date of inspection).

Immediate Corrective Actions

- Verify if there is a connection from the Frog Pond to the stormwater system. If so, disconnect it by removing the line. Valves are not acceptable.
- Update the SWPCP to reflect the addition of auto dismantling and management of paint wastes. Implement ground controls to fully separate the auto dismantling from the stormwater system.
- All significant materials must be in secondary containment. This includes waste paint.
- Complete the berm along the stormwater conveyance ditch west of the Metals Recycling Building to separate this area from the industrial activity.
- Public/Franchiser Drop-off Building: This building receives a lot of traffic and does not contain intercept drains that prevent wastes from being tracked out from the public and franchise areas and commingled with stormwater. However, the truck ramp contains an intercept drain that appears to be working very well as there was no evidence of contamination tracking out onto the surface lot from this area. Registrant must take steps to prevent the flow on contaminates from this building from commingle with stormwater and discharging to surface waters.
- East Bailing Building: The bulk of the activity here occurs under cover, however, there needs to be an intercept drain to prevent the tracking out of contaminated water from inside of the facility to outside of the facility. Additionally, once recyclables have been processed inside, they need to be stored in such a way that prevents wastes leaching from the bundled material from entering the stormwater collection system and ultimately surface waters. Currently, materials are not segregated from potential discharges to surface water.
- Vacuum out catchbasins and stormwater lines to remove all accumulated sediment and debris.
- Implement facility-wide housekeeping: clean all spills and stains, collect all debris, sweep all paved areas, clean all overfills. Any wastewater generated from pressure cleaning pavement stains and spills must be captured and properly disposed of, provide records.
- Provide details for the bioswale as required by Schedule A(10)(e).

- Repair or remove leaking equipment that cannot be repaired, or store inside a building where leaks are contained and not exposed to stormwater.
- Remove and properly dispose of soils saturated with petroleum products from leaking equipment.

You may provide documentation of corrective actions to me by email. Should you have any questions about the content of this letter, contact me in by phone 503-729-6488 or by email at mike.kennedy@deq.oregon.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael Kennedy", is written on a light yellow rectangular background.

Michael Kennedy
Water Quality Specialist
Oregon Department of Environmental Quality – Northwest Region