

AGENDA
CLALLAM COUNTY SOLID WASTE ADVISORY COMMITTEE
Clallam County Courthouse, Room 160
223 East 4th St Port Angeles, WA
January 25, 2023 – 3:00 p.m.

****ATTENTION****

Clallam County Solid Waste Advisory Committee meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 938 0529 7962 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/join> and use Meeting ID: 938 0529 7962 and passcode: 12345

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

Public comment and questions can be directed to County Public Works-Roads at 360-417-2290 or steve.gray@clallamcountywa.gov

A. WELCOME/CALL TO ORDER/ROLL CALL

B. REQUEST OF MODIFICATIONS/ADDITIONS TO AGENDA

C. PUBLIC COMMENT – PLEASE LIMIT COMMENTS TO THREE MINUTES

D. APPROVAL OF PREVIOUS MEETING MINUTE(S): Sept. 28, 2022 & Oct. 26, 2022

E. REPORTS AND PRESENTATIONS

1. Introduce Clallam County Public Works new Utility Program Manager.
2. Opportunity to share news and events related to solid waste management.

F. CONTINUING MATTERS

G. NEW BUSINESS ITEMS

1. Nominations and election of Chair.
2. Nominations and election of Vice-Chair.
3. Proposed draft amendments to the Solid Waste Advisory Committee (SWAC) Bylaws.
4. WSU-Extension Update: Organic Study/Planning and Organics Waste Reduction Project.

H. NEXT-MEETING/FUTURE AGENDA ITEMS DISCUSSION – Confirm next meeting date and targeted discussion items.

I. PUBLIC COMMENT – Please limit comments to three minutes

J. ADJOURNMENT

**Clallam County Solid Waste Advisory Committee (SWAC)
September 28, 2022 Meeting Minutes**

Abbreviations:

City of Port Angeles (CoPA); City of Sequim (CoS), Clallam County: ClaCo; Environmental Health (EH) City of Forks (CoF); Waste Connections (WC), Ecology (ECY), Jamestown S'Klallam Tribe (JSKT) Solid Waste Management Plan (SWMP)

A. ROLL CALL:

Members:

Chad Young, WC
Brian Tate, WC alt
Steve Johnson, Business rep (Lazy J)
Steve Gray, ClaCo rep
Christy Cox, Citizen At-Large
Sarah VanAusdle, COS

Staff/Interested Parties:

Eli Owens, ClaCo EH
Jen Garcelon, ClaCo EH
Elizabeth Stanley, Prosecuting Attorney Office
David Pater, ECY
Mary Harrington, ECY
Steve Gilmore, Municipal Relationship Manager
with Republic Services under CoPA contract
Eric Booth, WC
Dayhawk Kim, A-M Systems
Arthur Green, A-M Systems

B. REQUEST OF MODIFICATIONS/ADDITIONS TO AGENDA: None. Agenda approved.

C. PUBLIC COMMENT: None

D. APPROVAL OF MINUTES: Steve Johnson motioned to approve the August 24, 2022, minutes. Seconded by Steve Gray. Approved.

E. REPORTS AND PRESENTATIONS: None

1. *Joint Solid Waste Advisory Board (JSWAB) Update.*

Steve Gray provided highlights of the August 25 JSWAB meeting that included:

- Meeting attendees from Clallam County were Joe Donisi, Interim County Engineer, and Steve Gray, Transportation Program Manager; from Sequim were Sarah VanAusdle, Public Works Director, and Meggan Uecker, Resource Analyst; and from Port Angeles Thomas Hunter, Public Works Director, and Jonathon Boehme, City Engineer.
- The City of Sequim serve as JSWAB Chair for the remainder of 2022 and for 2023.
- Plan is for JSWAB meetings to occur every other month on alternative months of SWAC meetings with goal of a least four JSWAB meetings per year.
- City of Sequim reported nearly doubling of glass tonnage collected since Port Angeles stopped glass recycling.
- City of Port Angeles continues to accept yard waste, while addressing equipment and operation issues to re-open composting.
- City of Port Angeles will not increase fees for customers or tip rate in 2023.

Chad Young asked if there was any discussion about gate opening at the Transfer Station for Olympic Disposal. For last 30-years were able to access transfer station at

6:00 a.m., but since March 1 of this year cannot access until 8:00 a.m. This latter access time effects County waste collection efforts. Eli Owens indicated that in October this will go back to 6:00 a.m. per County permit requirements.

2. *Update on Clallam Co. Public Works 2021-2023 Local Solid Waste Financial Assistant Grant.*

Steve Gray reported that County Public Works is working with Ecology to amend the current grant to a) expand Task 1 work tasks and budget for the organics study and waste plan by WSU Extension for the County; and b) replace Task 2 with work to address HB 1799 for drafting a County Compost Procurement Ordinance. David Pater, Ecology, discussed status of grant amendment process.

F. CONTINUING MATTERS: None

G. NEW BUSINESS ITEMS:

1. *Discussion on changes to Hazardous Waste Small Quantity Generator (SQG) acceptance and collection in Jefferson County.*

Steve Gray referenced the meeting packet materials that contained a press release from Jefferson County Public Works that stated that the last day of operation of their Moderate Risk Waste Facility (MRWF) operations will be September 30 and after that date the County will continue to offer this service with collection events outside of the MRWF facility. The collection events will be held throughout the county and the year. He further noted that Al Cairns, Jefferson County Solid Waste Manager, reported to him that:

- Jefferson County is rolling out their new service model with the first collection event for residential customers on October 15th in Port Hadlock and a Small Quantity Generator (SQG) only event in Port Townsend on January 20th, 2023.
- SQG's will have to preregister with Clean Harbors and pay them directly and may be surprised at how expensive it is since Jefferson County had not adjusted their fee schedule since 2014.
- Jefferson County will no longer accept Clallam County SQG customers for two reasons:
 - We can't distribute the substantial mobilization fee among the Clallam SQG's which could be seen as a gift of public funds by our local volunteer government watchdogs; and
 - Clallam County has a MRWF.
- Jefferson County Solid Waste Facility Task Force is enthused about exploring collaboration with Clallam County on solid waste/recycling/material diversion facilities.

Christy Cox asked where SQG is currently disposing waste. Is there a third party? Eli Owens indicated there are companies outside of the County that can do pick-ups such as Clean Harbors. There are options, but not local and will be costly.

Any update on our local ability to accept SQG's commercial waste? Eli Owens noted there is no current local facility to accept SQG's, and commented that perhaps the future new City of Port Angeles Public Works Director will revisit acceptance of SQG's at the Regional Transfer Station MRWF.

2. *Use Food Well Washington (UFWW) Plan and 2022 Organics Management Law (E2SHB 1799).*

Mary Harrington, Organics Management Lead, and David Pater, Solid Waste Planner/Grant Specialist, from the Department of Ecology presented both the UFWW Plan and 2022 Organics Management Law and answered SWAC questions related to these two programs. The presentation was included in the meeting packet materials.

H. NEXT-MEETING/FUTURE AGENDA ITEMS:

Discussion was had on moving to every other month meeting schedule, which was supported.

Identified topics of discussion for the October 26 meeting included: an overview of how 2022 Organics Management Law might affect the work of the SWAC in the future; and 2) a briefing on the City of Sequim Solid Waste and Recycling Study.

I. PUBLIC COMMENT:

Dayhawk Kim commended effort to address organics management. He inquired whether the County is still pursuing SWMP updates under the Ecology solid waste grant. Steve Gray indicated that the County is not working on SWMP amendments and is pursuing a grant amendment with Ecology to use grant funding instead to address preparation of a draft compost procurement ordinance.

J. ADJOURNMENT: Approximately 4:25 p.m.

**Clallam County Solid Waste Advisory Committee (SWAC)
October 26, 2022 Meeting Minutes**

Abbreviations:

City of Port Angeles (CoPA); City of Sequim (CoS), Clallam County: ClaCo; Environmental Health (EH) City of Forks (CoF); Waste Connections (WC) , Ecology (ECY), Jamestown S'Klallam Tribe (JSKT) Solid Waste Management Plan (SWMP)

A. ROLL CALL:

Members:

Brian Tate, WC alt
Steve Johnson, Alt Bus. rep (Lazy J)
Meggan Uecker, CoS alt
Steve Gray, ClaCo rep
Chad Young, Waste Ind. (WC) member
Mark Ozias, ClaCo alt
Christy Cox, Rep Citizen at Large

Staff/Interested Parties:

Mike Healey, CoPA Interim Public Works
Director
Eli Owens, ClaCo EH
Eric Booth, WC

B. REQUEST OF MODIFICATIONS/ADDITIONS TO AGENDA: Member Johnson requested time to share information. His request was added under Reports and the agenda was approved.

C. PUBLIC COMMENT: None

D. APPROVAL OF MINUTES: Draft September 28 meeting minutes not available and were tabled.

E. REPORTS AND PRESENTATIONS:

- Steve Johnson shared his perspectives on SWAC's focus. Highlights included: feels SWAC has been vague in purpose as a new member and isn't fulfilling its mission to be an advisory committee; he is a committed and knowledgeable recycler/reuser of everything possible and participant in event/neighborhood cleanups; concerned about waste and recycling improvements; recommends that the community considers pyrolysis or combustion for energy, and looks at emissions comparison that consider transportation, etc; and interested in learning about pyrolysis such as Burlington, WA facility.
- Meggan Uecker will follow-up on information on Waste-to Energy (WTE) to SWAC.
- Christy Cox indicated she would like to see a comprehensive list of recycling/reducing options like what Steve Johnson shared as his personal practices. Eli Owens noted the County website has a lot of information.
- Mark Ozias noted Spokane has a WTE facility. He also noted the energy source nexus and suggested follow up with Diane Harvey, Clallam County Emergency Management, and local, upcoming Energy Conference attendees.
- Christy Cox stressed waste prevention is a vital factor in managing waste.
- Mike Healey, City of Port Angeles Interim Public Works Director, introduced himself.
- Meggan Uecker noted the North Olympic Development Council (NODC) is hosting an energy forum targeting local and Tribal governments, utility agencies and others to look at opportunities and challenges on the Peninsula to support and increase our energy resiliency. Waste to energy is part of the discussion.

F. CONTINUING MATTERS

Discussion on 2022 Organics Management Law with focus on local government provisions and requirements.

Steve Gray noted this discussion item is a follow-up to the Ecology staff presentation at the September SWAC meeting on the 2022 Organics Management Law and Use Food Well Washington Plan with a focus on specific local government requirements of the new law. He referred to the two-page summary on the 2022 Organics Management Law provided in the meeting packet materials and highlighted the following two provisions related to county comprehensive plan and solid waste management plan updates:

- After July 1, 2024 new and updated local comprehensive solid waste management plans must address new requirement to provide organic materials collection and management to residential and nonresidential customers.
- After January 1, 2025, county comprehensive plans must allow siting of organics management facilities to provide necessary capacity for organics collection.

The 2022 Law also requires the County to adopt a compost procurement ordinance to address using compost in public works projects. Beginning December 31, 2024, local jurisdictions must also start reporting the amount of organic matter they divert from the landfill, including compost purchased from specific sources.

Discussion followed. It was noted that the County Public Works Department will be addressing drafting a compost procurement ordinance in 2023 to be funded through an amendment to their Ecology solid waste grant. The County Public Works Department will seek SWAC input on the draft compost procurement ordinance. It was also noted that cities will also be required to prepare a compost procurement ordinance.

G. NEW BUSINESS ITEMS

1. *2022 Organics Management Law provisions related to requirements for local governments for compost procurement ordinance adoption and reporting.*

Steve Gray referred to the two-page summary on the compost procurement ordinances and reporting requirement under the 2022 Organics Management Law provided in the meeting packet materials and highlighted key provisions. The packet materials also included a Model Compost Procurement Ordinance from Thurston County.

Considerable discussion followed on organics management as highlighted below:

- Local food banks are a great partner for data and food rescue.
- Construction and demolition debris (e.g., lumber) is a large organic component of waste stream and look at ways to divert out of the waste stream—recommended to talk to Bill Hermann on reuse of such materials. A question followed whether lumber is considered an organic material under the organics management law.
- The proposed amendments to the County Public Works Grant will move funding to organics planning including for WSU extension to hire a part-time coordinator for food reduction at schools and will include draft compost ordinance which could be drafted with cities.

- January 1, 2023 deadline for compost procurement ordinance in the 2022 Organics Management Law is not anticipated to be enforced as rollout by Ecology has been slow.
- Will compost be required to be nationally certified, as noted in Thurston ordinance? Is compost in our Port Angeles facility certified? Eli Owens noted that when the City was making compost it was certified nationally.
- Support for requirements to require use of locally produced compost could stimulate local markets.
- Will the cities and county work together on a compost procurement ordinance? Steve Gray indicated that a cross jurisdiction regulations have not been discussed at this point of the process.
- Is burned yard waste an area that should be a focus of SWAC such as policies and regulations (e.g., carbon tax, limit burning of yard waste)? Meggan Uecker noted the SWMP has a recommendation (O3) to address yard waste collection such as expand curb side yard waste in the unincorporated parts of the County. Chad Young suggested expanded yard waste collection is a possibility and cited Hermann Brothers as a resource for further discussion. Steve Johnson shared idea of a cooperative tub grinder for farmer's idea. Christy Cox will take this idea to the Conservation District (she is board member).

2. *City of Sequim Solid Waste and Recycling Study*

Meggan Uecker presented summary of Sequim's solid waste study completed by HDR Engineering, Inc. A Final Materials Management Technical Memorandum and presentation by HDR was included in the meeting packet materials and can also be viewed on the City's website: <https://www.sequimwa.gov/DocumentCenter/View/20962/73-Agenda-Cover-22-PW-Solid-Waste-Study-10-24>

The intent of the study was to begin to consider Sequim's and east side waste management options given a growing population and current structure of management under the Interlocal Agreement and hauling contracts that expire within 3-9 years.

Next steps are for city staff to continue to monitor opportunities for programmatic/capital improvements noted in study for planning and continue discussions with council as opportunities arise.

H. NEXT-MEETING/FUTURE AGENDA ITEMS DISCUSSION:

The November 23 and December 28, 2022, meetings are cancelled due to proximity to the holidays and input from SWAC representatives that indicated unlikely to have a quorum on those two dates. For 2023, the SWAC will go to a every other month meeting schedule, with the first meeting being held on January 25, 2023. If SWAC business needs arise, the SWAC can discuss adding additional meetings. The January meeting will include review of draft bylaws and consider whether need for a February 2023 meeting. Steve Gray will send out an email regarding the upcoming meeting cancellations and change to every other month meeting schedule in 2023.

I. PUBLIC COMMENT: None

J. ADJOURNMENT: Approximately 4:40 p.m.



Clallam County
Solid Waste Advisory Committee
223 E. 4th Street
Port Angeles, WA 98362

CLALLAM COUNTY SOLID WASTE ADVISORY COMMITTEE

BY-LAWS

(Updated ~~April 2017~~ March 2023)

NAME

The committee shall be known as. "The Clallam County Solid Waste Advisory Committee" hereafter referred to as SWAC.

PURPOSE

The SWAC is established pursuant to RCW ~~70.95.165(3)~~ 70A.205.110 to fulfill and perform all the functions required of local solid waste advisory boards.

Specifically, the purpose and charge of the SWAC shall be to:

- Advise Clallam County Commissioners on all aspects of solid waste management planning.
- Assist ~~Clallam County~~ in the development of programs and policies concerning solid waste management.
- Review and comment on proposed solid waste management rules, policies, or ordinances prior to their adoption.
- Advise Clallam County on other solid waste matters as assigned by the Board of County Commissioners.

COMPOSITION AND TERM OF MEMBERS

The SWAC shall consist of ten members appointed by the Clallam County Board of County Commissioners as follows:

- One representative each to be designated by the Cities of Forks, Port Angeles, Sequim and Clallam County.
- Two representatives of the solid waste industry in Clallam County.
- One individual representing the business community of Clallam County and/or Cities within the County.
- One individual ~~from a representing~~ Tribal governments in Clallam County. Ad-hoc representation by all Tribal governments in Clallam County will be recognized at requisite occasions.
- One individual representing the agricultural committee.
- One citizen-at-large.

City and County members serve until the respective jurisdiction designates a new representative. All other members shall serve a 3-year term from date of appointment.

ALTERNATES

~~The above ten representative SWAC positions may also have an alternate appointed by the Clallam County Board of Commissioners. All appointments must be done consistent with Clallam County Administrative Policy 952-Boards and Committees. Each member appointed to the SWAC may designate an alternate. Alternates must be designated in writing by a letter addressed to the chair.~~ Alternates will have the full voting rights of the appointed member at any meeting for which the appointed member is not in attendance.

OFFICERS AND DUTIES

There shall be a Chair and Vice Chair. Officers will be elected by the Committee sitting in regular open public meetings. Officers of SWAC shall serve for one year from the date of election.

The Chair will preside over SWAC meetings. The Chair will sign all correspondence originated by SWAC on behalf thereof.

The Vice Chair will preside over SWAC meetings in, the absence of the Chair.

The SWAC may remove any officer whom they elect by the following procedure:

Any member of SWAC may offer a motion for removal at a meeting. If the motion is seconded, it will be considered and voted on by secret ballot at the next regular meeting of the Committee. Approval of a motion for removal will require a two-thirds majority of the members present and voting.

COMMITTEES

The Chair may appoint such standing and ad hoc sub-committees as may be considered useful and appropriate to investigate any matter of interest to the SWAC. Individuals need not be SWAC members to serve on sub-committees, however at least one SWAC member will serve on each sub-committee.

ABSENCES

A Committee member who accrues three consecutive, unexcused absences from regular meetings be removed from the Committee by the Chair with the concurrence of the majority of the members.

MEETINGS

All regular and special meetings of the SWAC shall be held in a place that is open and easily accessible to the public. The Committee is subject to, and will conform to the provisions of Clallam County Policy and Procedure 952, Boards and Committees. Members may participate in meetings by telephone.

All meetings will be conducted in general accordance with Robert's Rules of Order.

QUORUM

A quorum is required to be present before an official, regular or special meeting of the Committee can take place. Five appointed members of the Committee, or their alternates, shall constitute a quorum.

VOTING

Each member shall be allowed one vote on items considered by the Committee. Designated alternates will be allowed a proxy vote. Motions are adopted by an affirmative vote of a majority of members (or alternates) present at any meeting.

REPORTS, RECOMMENDATIONS AND CORRESPONDENCE

Reports, recommendations and correspondence submitted to the Board of County Commissioners shall be forwarded on behalf of a majority of the members over the signature of the Chair. Minority reports, if any, shall be attached to, and forwarded with such reports, recommendations or correspondence without comment by the chair.

CONDUCT OF MEETINGS

The meeting agenda will be constituted as follows:

1. Call to order
2. Roll call
3. Minutes of previous meeting(s)
4. Public forum: Limited at the pleasure of the chair; extension at the pleasure of SWAC members in attendance.
5. Old business
6. New business
7. Next meeting agenda

AMENDMENT

These by-laws may be amended at any regular meeting of the SWAC by a ~~two-thirds~~ majority of the members (or their alternates) present, except, in no case shall an amendment be approved with less than five members or alternates voting "aye."

ADOPTED this 20th____ day of April, 2017.

Date: 1/20/23

To: Clallam County Solid Waste Advisory Committee

From: Meggan Uecker, Clallam County Organics Report project team member

Subject: Clallam County Organics Report Update & Methodology

Summary

At the 1/25/2023 SWAC meeting, the Clallam County Organics Report (Report) project team will be presenting a status update on the Report, including:

- A review of state and local laws and plans regarding organics management
- A review of Clallam County organics data from the 2021 Clallam County Solid Waste Management Plan (SWMP), including the methodology used to compile Estimated Quantities of Organics in Clallam County Waste Stream (Table 8-4 in the SWMP)
- Relevant recommendations from the SWMP regarding organics reduction

The project team will invite discussion from SWAC on the presentation, including updates on SWAC member activities that are or will meet the SWMP's Organics recommendations.

Background Information

The Clallam County Organics Report (Report) project is a task of the 2021-23 Local Solid Waste Financial Assistance (LSWFA) agreement between the Department of Ecology and Clallam County Public Works. WSU Clallam County Extension is the subcontractor performing the task; efforts formally kicked off in January 2023 and will be completed before the end of the state 21-23 biennium.

This project was developed from the completion of the 2021 Clallam County Solid Waste Management Plan (SWMP) which set an overall goal **"to reduce the amount of organics in the solid waste stream from about 22% currently to less than 10% by weight by 2025."** The purpose of the Report is to help SWMP signatories make real progress by:

- assessing the current organic waste streams in Clallam County, including the economic and climate mitigation potential of the reduction of waste organics
- providing further analysis of the feasibility of organics management recommendations as well as other municipal best practices, policies and programs.

ATTACHMENT A – SCOPE OF WORK
ORSO # 142975-001

Task Description

The 2021 Clallam County Solid and Hazardous Waste Management Plan (CCSHWMP) has a goal to decrease organics in the waste stream to below 10% by 2025. To assist the County to reach the goal set in the CCSHWMP, WSU will develop a study of current conditions and an Organics Plan for Clallam County and conduct outreach on organics waste reduction.

The CCSHWMP outlines several recommendations in section 8.5 (Recommendations for Organics) for achieving the target reductions, including:

- Work to eliminate illegal dumping and burning of yard waste and consider separate collection of yard waste in the county
- Continue to develop end uses such as mulch, hog fuel, and compost, and other uses that may also be identified
- Investigate economical and efficient options for handling residential, commercial and institutional food waste

Specific actions for Organics, including those for this Task are listed in Table 11-1 under Chapter 8, Organics.

Scope of Work

Activity: Organics Study and Plan:

Study the current landscape of organics waste in Clallam County, further research the feasibility of the recommendations outlined in the CCSHWMP plan, and work with stakeholders to develop a detailed plan of action for organics reduction.

This will include:

- Assess current organics waste streams in Clallam County
- Research municipal best practices
- Further research the feasibility of the recommendations outlined in the plan
- Engage key stakeholders on developing organics reduction strategies including Clallam County Climate Advisory Committee and NODC “Energy Futures Roadmap Initiative”. This includes attending 2022 energy summit in Blyn WA.
- Develop an Organics Reduction Plan for Clallam County. Including prioritized strategies and recommended steps for reaching reduction targets
- Attendance at Clallam County Solid Waste Advisory Committee (SWAC) meetings to obtain input, report progress and findings
- Present results of the study to key stakeholders including Clallam BOCC, Port Angeles City Council, and Sequim City Council

Activity: Organics Waste Reduction

Hire a part-time waste reductions coordinator to implement programming to reduce organics in the waste stream in accordance with the "Use Food Well Washington Plan" and elements of the 2022 Organics Management Law:

- Work with the Port Angeles Food Bank on establishing a hot-food recovery program
- Work in schools on food waste reduction curriculum
- Education and outreach to general public on household waste reduction strategies
- Backyard composting education and school compost programming under leadership of Master Gardener Program
- Provide technical assistance for commercial, agricultural, and industrial composting projects

Task Expected Outcome:

- Develop organics current conditions study
- Develop a detailed plan of action for organics reduction, including prioritized strategies and recommended steps for implementation for reaching the target reductions set in the CSHWMP of reducing organics in the waste stream to 10% by weight by 2025. These goals shall be consistent with Chapter 8 of the CSHWMP (Section 8.5) and Table 11.1.
- Reduce organics in the waste stream by 37 tons.

Costs Reimbursement

Reimbursement for costs to implement work identified in this scope of work are subject to the same eligibility and reimbursement requirements as Clallam County under County's grant agreement with Ecology. Reimbursement of costs is limited to the above scope of work unless pre-approved by Clallam County and Ecology. Overtime compensation (all hours are calculated at regular rate of pay) is not eligible for reimbursement.