



Josephine County  
**Solid Waste Agency**

**JOSEPHINE COUNTY / CITY OF GRANTS PASS  
SOLID WASTE AGENCY  
MEETING MINUTES  
February 18, 2020**

Meeting convened at 3:03 p.m.

**Agency Board Members Present:**

Rob Brandes - Chair  
Rick Riker  
Lora Glover  
Kyrrha Sevco  
Connie Roach  
Justin Fimbres

**Agency Board Members Absent:**

Steve Bethke

**Others:**

Trent Carpenter, Southern Oregon Sanitation  
Nick Fahey, Southern Oregon Sanitation  
Chris Wilson, Republic Services  
Cathy Brown, DEQ  
Dave Marland, Master Recycler  
Jason Roberts, Josephine County  
Julie Jackson, Republic Services  
Garry Pennington, Rogue Waste Systems

**Staff:** Jason Canady, Operations Officer  
Dianne Phelan, Minute Recorder

**1. Introductions (0:0 – 1:54)**

Rob Brandes called the meeting to order at 3:03 p.m. There was a quorum and the meeting proceeded. Roll call was taken, and visitors introduced. (0:00 - 1:54)

**2. Approval of minutes from January 21, 2020 meeting. (1:55 – 2:27)**

Lora Glover made a motion to approve the meeting minutes from January 21, 2020. Connie Roach seconded the motion. Motion approved 6-0.

**3. Public Comment (2:27 – 2:30)**

- a. No comments from the public.

**4. Action Items (2:30 – 2:47)**

- a. None

**5. Matters from Agency Board and Staff**

**a. Managing Agency Items (2:47 – 22:23 )**

- Jason shared a letter for the Josephine County Community Library that was received the morning of February 18 so was not on the agenda. This letter thanked the Solid Waste Agency board for their assistance in their asbestos abatement program.
- Budget Meeting Schedule – Packets emailed?  
Jason explained that the budget schedule is similar to last year. He asked the board if they would like to receive the packets through email in advance. It was agreed that receiving them early would be helpful. We are still short one Budget member. We have re-advertised through the paper and the website but did not receive any applications. He believes we have enough members on the lay committee to move forward.
- FY19 Audit Report  
Jason stated that the Audit Report findings were very good. We did have an advertising glitch where the second meeting wasn't advertised soon enough. There were a few other minor findings. No transactions were entered into for which there was a lack of authority, guidance or consensus. They also noted that no significant transaction that have been recognized in a different period.
- Budget Report YTD  
Jason stated that the revenues are a little bit ahead of where we often would be and that we are looking good for the rest of the fiscal year. He brought in two graphs, one with the ending fund balances and the other with the revenues based on where they come from. The fund balance had a big hit between 2017 and 2018, That is where the funding for the MRF was authorized. It was recognized even though the funds were not used until this fiscal year. He stated that the Environmental Liability will start to build quicker because of the fund balance policy that was changed last year. That will put 20% of the gross revenues in this account instead of 15%. He said we do have a pretty healthy fund balance. The Revenue Report is also very healthy. In the 2018 Actual there is a miscellaneous revenue line from Republic. That used to be for when the profits were not over 13%. Jason stated that their profits were not over 13%. This was miscoded funds that were returned from

Josephine County Parks for SDC's when they converted from septic to sewer. They came in less than what was granted so they wrote a check back to the Agency for the difference. Jason expects to see some healthy revenue projections for next year as well. There will be more discussion at the Budget meetings.

There was discussion on having a food waste program. Trent stated that it would be very expensive. He explained the rates and finding someone to take the food waste.

- **Franchise Agreement Project Update**

Jason sent the final marked up versions to everyone. He asked for final comments and stated that the next step will be to bring it to the other boards above this one. Trent stated that they are not making any material changes just getting up to date with what has already been adopted. Jason agreed saying this is just to bring the agreements up to par with all the approved amendments. He prefers avoiding opening any major changes or conditions. There was a question about having a reference or appendices about the transfer stations. Trent stated that the County's version does have some language about the transfer stations already. Jason stated that all the agreements are not specific to location, but they do list the transfer stations. The agreement is for the service plus the transfer stations. Discussion continued regarding cleaning up the agreement versus changing the fees. It was suggested to bring forward the CPI clause to the agreement as a separate proposal. Rob suggested adding this to the agenda for next month's meeting.

**b. Agency Board Items (22:24 – 30:00 )**

- **HHW Event Wrap up.** At the Household Hazardous Event in September there were 238 cars costing \$49,136.00. The last couple of years they have been hovering around the \$50,000.00 mark. It was less than the last year, but they didn't take paint this year. The customer count is between 500 to 600 customers since 2012. The decrease may be due to the new location. They took in 17,000 lbs. this year; it has been around 50,000 lbs. since 2016. There was discussion on what types of materials they are receiving at this event.

**6. Agenda building for March 17, 2020 (30:01 -37:35 )**

**a. Household Hazardous Waste Event.**

The next HHW Event will be September 18 and 19, 2020 at the Josephine County Fairgrounds. Jackson County will have theirs on May 2, 2020 at the Rogue Transfer Station.

There was a discussion on illegal haulers cleaning up homeless camps and hauling medical, biological and hazardous waste to our transfer stations.

Trent talked about profitability report. He explained that the rate is an aggregated number that he puts together. He said they will get a different presentation from them in the future. Some areas may not need a rate increase while some do. This is based on revenue, not by expense.

## **7. Adjournment (37:55)**

Meeting adjourned 3:45 p.m.

Full meeting recording available at:

<https://www.grantspassoregon.gov/DocumentCenter/View/18858/Audio-File-SWA-Meeting---10152019>

NOTE: Please use the times listed at the end of each agenda item to forward to the segment you wish to listen to by using the link to the full meeting recording above.