



SOLID WASTE ADVISORY COMMITTEE (SWAC) MEETING
ISLAND COUNTY PUBLIC WORKS DEPARTMENT, SOLID WASTE DIVISION

Monday, July 22, 2024 from 10:00 a.m. to 11:30 a.m.

Via Microsoft Teams

Join on your computer, mobile app or room device

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Meeting ID: 228 228 543 975

Passcode: S4p4UU

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Phone Conference ID: 942 351 210#

- A G E N D A -

Meeting Topics		Outcomes	
1.	Call to Order	10:00	Action
2.	Roll Call, Determination of Quorum, and Approval of Minutes	10:00 - 10:05	Action
3.	Public Comment Period	10:05 - 10:10	Information
4.	Operations Update	10:10 - 10:25	Discussion
5.	Coupeville Transfer Station Compactor Installation Update	10:25 – 10:35	Information
6.	Island County Comprehensive Plan Climate Element	10:35 – 11:00	Action
7.	WSU Waste Wise Program	11:00 – 11:15	Discussion
8.	SWAC Bylaws: Youth Membership	11:15 – 11:20	Action
9.	SWAC Meetings: Hybrid Format	11:20 – 11:25	Action
10.	Open Session, Announcements, Agenda Items	11:20 - 11:30	Discussion
11.	Adjournment	11:30	Action

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AGENDA ITEM 2: Roll Call, Determination of Quorum, Approval of Minutes

PRESENTER: *Gynon Nash, Solid Waste Division Supervisor*

BOARD ACTION: Action Item Discussion Information

COMMITTEE ROLE / ACTION REQUESTED

Review and approve draft meeting minutes.

ATTACHMENT(S)

- April 15, 2024 draft SWAC meeting minutes

ISLAND COUNTY SOLID WASTE ADVISORY (SWAC) COMMITTEE
April 15, 2024

Members Present:

George Place, Dar Christopherson, Sarah Bergquist, Liz Kennedy Ketcheson, Scott Sebelsky, Andrew Riggs, and Kimberly "Niles" McCann

Staff Present:

Matt Farr, Jeff Hegedus, James Sylvester, and Gynon Nash

Others Present:

Audrey Taber (Dept of Ecology)

Call to Order:

The regular meeting of the Island County SWAC was called to order on Monday, April 15, 2024, at 10:04 a.m. via Microsoft Teams meeting, by Sarah Bergquist, Chairperson.

Roll Call, Determination of Quorum, and Approval of Minutes:

Roll call determined the correct amount of a quorum. The minutes for the January 22, 2024, SWAC meeting were approved as written. The motion for approval was made by Scott Sebelsky and 2nd by Dar Christopherson. Motion approved - all in favor.

Public Comment Period:

None

Operations Update:

Jeff Hegedus updated the committee on operations:

- Coupeville compactor shut down starting April 22nd
- Coupeville transfer station continues to take abandoned/junk recreational vehicles as part of homeless cleanup
- RFP for long haul transportation and disposal services is out for bid
- Bayview site expansion continues with new fencing, an unstable slope has also been removed.
- North Whidbey site is half through site expansion
- Camano site assessment is being finalized
- Coming up, the five-year Comprehensive Solid Waste Management Plan
- Camano fall incident on April 14th
- We are purchasing a new yard goat for Coupeville
- We can no longer accept cooking oil, due to new EPA regulations
- A new mural is coming to Coupeville

Sarah Bergquist asked about the timeline for the new transfer station. Jeff responded with design, permitting, and building, a 5-year window would be fast.

Coupeville Transfer Station Compactor Purchase Update:

Jeff Hegedus updated the committee that the new compactor is capable of loading an additional 5 tons per container, which is estimated to save \$250K per year in transportation costs, this savings will be used to pay down the loan. Next Monday (April 22nd) the existing compactor will be shut

down as the area is prepared for the new compactor, which includes PSE moving a transformer, cutting and pouring concrete, and curing the concrete for 28 days. The old compactor will be recycled.

Island Disposal, Inc. Proposed Curbside Recycling Program:

Andrew Riggs presented to the committee and answered questions regarding Island Disposal's proposed curbside recycle program. The new service would be bundled with current curbside pick-up services; as is currently the case, the bundled services would not become mandatory. The new service is expected to increase customers bill by approximately \$6.50 per month, however customers may be able to reduce garbage container size by recycling which would lower their current garbage cost.

Dar Christopherson motioned that SWAC support the proposed curbside recycling ordinance, 2nd by Scott Sebelsky. Motion approved - all in favor.

Next step is to bring the proposal to the BOCC at a work session.

Landfill Monitoring and Maintenance:

On April 2, 2024, SCS Engineers was awarded the contact for continued landfill monitoring and maintenance at the Coupeville landfill. Jeff Hegedus spoke to the committee about the post closure \$2M financial assurance requirement, and the County will begin to assess the degree to which the landfill may be stabilizing and the potential for reduction of requirements. Jeff will suggest this topic for discussion at the statewide Solid Waste Manager's meeting in June.

Dar Christopherson expressed concern about releasing money with the unknowns of what is in the landfill and what could happen 30-50 years from now.

Compost Procurement Ordinance:

Jeff Hegedus shared with the committee that as required by the RCW and as recommended by SWAC the BOCC has approved an amendment to Chapter 13.02A, Solid Waste Disposal, by adding a new section Chapter 13.02A.085,. Compost Procurement and Use.

Open Session, Announcements, Agenda Items:

Dar Christopherson asked about the possibility of DTG accepting alkaline batteries for recycling from County collection facilities for no charge.

Audrey Taber let the committee know that she would email them information on the Polystyrene ban, a Glass Summit hosted by Ecology's Recycling Market Development Center, and funding opportunities from the Dept of Commerce for solid waste, recycling, and organics.

Adjournment:

George Place motioned to adjourn the meeting at 11:43 a.m., 2nd by Andrew Riggs. Motion approved - all in favor.

Approved this _____ day of _____, 2024

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AGENDA ITEM 4: Operations Update

PRESENTER: *Jeff Hegedus, Solid Waste Division Manager*

BOARD ACTION: **Action Item** **Discussion** **Information**

	Customer Count			Garbage Tonnage		Garbage Tonnage			Recycling		Recycling Tonnage			
	May		Year	May	2023	2024	2023	2024	May	2023	2024	2023	2024	Year
	2023	2024	Year	2023	2024	2023	2024	Year	2023	2024	2023	2024	2023	2024
Public @ CV				1724.00	1529.29	7175.33	6688.39	↓7%						
ID & City of OH @CV				2457.23	2519.44	11313.59	11656.80	↑3%						
50%/No Charge				60.97	39.48	164.60	147.79	↓10%						
Coupeville	8533	7795	↓9%						52.6	37.4	302.9	209.8	↓31%	
Bayview	1174	1010	↓14%	50.02	45.78	223.30	199.32	↓11%	150.5*	73.0*	728.5*	400.2*	↓45%*	
North Whidbey	325	243	↓25%	20.89	7.24	76.60	55.57	↓27%	48.1	44.2	225.6	211.5	↓6%	
Camano	4097	3587	↓12%	1049.69	927.52	4499.57	4204.09	↓7%	71.0	63.0	337.3	288.3	↓15%	
System Wide	14129	12635	↓11%	5362.5	5068.75	23452.99	22951.96	↓2%						

*Estimate based on number of loads hauled

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

After a 4% increase in 2021, solid waste tonnage decreased by 2% in both 2022 and 2023. For the first 5 months of 2024, solid waste tonnage decreased again by 2%. Septage tonnage in 2023 increased 21% over 2022, and is up 32% for the first 5 months of 2024. Operations proceed as normal. The new Coupeville transfer station main compactor is scheduled for installation on July 17, 2024 and the scalehouse has a new generator. The North Whidbey drop box facility site footprint is still being expanded to allow for safer and more efficient operation, and the ticket booth and an employee break room and restroom facility are still planned to be constructed in 2024. In support of community cleanup and safety efforts, the Coupeville transfer station continues to function as an abandoned junk vehicle auto wrecker for recreational vehicles. Landfill monitoring and maintenance proceeds routinely as required. The RFP for long haul transportation and disposal services was published on March 20, and can be found at <https://www.islandcountywa.gov/bids.aspx?bidID=22>. Proposals were received by Republic Services and Waste Management, and interviews will be conducted the week of July 22, 2024. The contract for Camano Island recycling services expires 12/31/2024, and the RFP has been published. The five year update to the 2020 Comprehensive Solid Waste and Moderate Risk Waste Management Plan will soon begin.

COMMITTEE ROLE / ACTION REQUESTED

ATTACHMENT(S)

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AGENDA ITEM 5: Coupeville Transfer Station Compactor Installation Update

PRESENTER: *Jeff Hegedus, Solid Waste Division Manager*

BOARD ACTION: *Action Item* *Discussion* *Information*

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

As recommended by SWAC, a new SSI Model 2500 SPH compactor has been purchased for the Coupeville transfer station.

Installation of the compactor began in late April and was estimated to take 8-12 weeks for existing compactor removal, new transformer placement, demolition and new construction of the concrete foundation pad, placement of the new unit, tipping floor improvements, hopper construction and operator training. The new compactor will be installed on July 17, 2024.

COMMITTEE ROLE / ACTION REQUESTED

ATTACHMENT(S)



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AGENDA ITEM 6: *Island County Comprehensive Plan Climate Element*

PRESENTER: *Emily Neff, Island County Long Range Planner*

BOARD ACTION: **Action Item** **Discussion** **Information**

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

The Island County comprehensive plan will include a climate element providing recommendations for actions to mitigate the impacts of climate change. Such recommendations may include actions relating to the management of solid waste, such as diverting waste organics from being landfilled. In support of reducing greenhouse gas emissions generated from the landfilling of waste organic materials, House Bill 1799 established new goals and requirements for diverting organic materials from landfills. House Bill 1799 mandates diversion of 75% of total organic waste by 2030, and an additional goal of diverting 20%, by volume, of landfill-bound edible food waste to rescue organizations by 2025.

COMMITTEE ROLE / ACTION REQUESTED

Discussion regarding potential actions to mitigate climate change impacts, motion to recommend for inclusion in the comprehensive plan.

ATTACHMENT(S)

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AGENDA ITEM 7: WSU Waste Wise Program

PRESENTER: *Sarah Berquist, WSU Interim Island County Director*

BOARD ACTION: Action Item Discussion Information

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

An update will be provided on the WSU Waste Wise program
<https://extension.wsu.edu/island/nrs/waste-wise/> .

COMMITTEE ROLE / ACTION REQUESTED

ATTACHMENT(S)

- Waste Wise Program Scope of Work

Island County WSU Extension Waste Wise Program

- ❖ Implementation of the contracted Waste Wise Program to provide community education and outreach regarding waste reduction, reuse, recycling and composting to the youth, adult and commercial populations.
 - Educational Outreach:
 - Educational Material Development – Research and develop three fact sheets/brochures/promotional documents, webpages, or newspaper articles. Topics will include contamination reduction, local recycling habits, waste organics, food waste, household hazardous waste, litter reduction, climate impacts, purchasing habits, promotion of reuse stores, and other topics as needed.
 - Assist in Solid Waste Management CROP implementation.
 - Youth Education Outreach - As possible, conduct classes and/or support projects in a minimum of three schools.
 - Adult Education Outreach - For adults, conduct four or more waste reduction classes/workshops/presentations online or in person.
 - Waste Reduction Consultation and Support:
 - Provide facilities, businesses, and organizations with education and consultation support.
 - Provide waste reduction event consultation/support for community events and host/manage reduce/reuse/recycle events.
 - Volunteer Management:
 - Create and conduct on-line Waste Wise program volunteer training.
 - Provide general volunteer training and support.
 - Additional Duties and Activities:
 - Engage in conference, partnerships, and professional development.
 - Maintain administrative duties:
 - Quarterly reports
 - Annual report – Impact Statement
 - As requested by BOCC, design and implement Earth Day Commissioner Challenge event.
 - Collaborate with staff to develop and recommend local waste reduction branding logo, slogan and theme.

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AGENDA ITEM 8: SWAC Bylaws, Youth Membership

PRESENTER: *Jeff Hegedus, Solid Waste Division Manager*

BOARD ACTION: Action Item Discussion Information

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

A request has been made for SWAC to consider youth membership. Currently, the SWAC bylaws state:

I. COMPOSITION

A. **Members.** SWAC shall be composed of twelve members consisting of one Ex-Officio County Commissioner, as appointed by the Board of County Commissioners (BOCC); one representative from each of the cities of Oak Harbor, Coupeville and Langley; one Member-at-Large from North Whidbey Island, Whidbey Island, Central/South Whidbey Island and Camano Island; two representatives from each of Whidbey Island and Camano Island G-Permit holder service providers; one representative from the contracted Whidbey Island recycling services provider; and one representative representing agricultural interests.

COMMITTEE ROLE / ACTION REQUESTED

Consider request for amendment to bylaws regarding youth membership.

ATTACHMENT(S)

- SWAC Bylaws



ISLAND COUNTY SOLID WASTE ADVISORY COMMITTEE BYLAWS

The Island County Solid Waste Advisory Committee, hereinafter referred to as SWAC, is established by RCW 70A.205.110(3) and ICC 13.02A.030. SWAC shall be comprised of a county-wide group of representatives of citizens, public interest groups, business, the waste management industry, and local elected public officials or their appropriately appointed designees. SWAC shall provide coordination and information exchange between the groups and public input and advisory level recommendations and commentary to Island County staff and the Board of County Commissioners on solid waste management issues.

I. COMPOSITION

- A. **Members.** SWAC shall be composed of twelve members consisting of one Ex-Officio County Commissioner, as appointed by the Board of County Commissioners (BOCC); one representative from each of the cities of Oak Harbor, Coupeville and Langley; one Member-at-Large from North Whidbey Island, Whidbey Island, Central/South Whidbey Island and Camano Island; two representatives from each of Whidbey Island and Camano Island G-Permit holder service providers; one representative from the contracted Whidbey Island recycling services provider; and one representative representing agricultural interests.
- B. **Appointment.** At-Large and Agricultural members shall be appointed to SWAC by the BOCC.
- C. **Terms.** Terms of office for At-Large and Agricultural members shall be for two years, and shall be renewable for up to three terms.
- D. **Officers.** The officers of the Committee shall include a chair and vice-chair who shall be elected by the voting membership of the Committee. Elections shall be held at the first regularly scheduled meeting after January 1st of each year. The term of office for chair and vice-chair shall be one year. Chair and vice-chair may serve more than one term, but not more than three years consecutively. The chair shall preside over all meetings. The vice-chair assumes the responsibilities of the chair in his/her absence or disability. In the event the chair and vice-chair are absent, the meeting shall either be presided over by an acting chair elected by the members present, or be postponed. In the event of a vacancy in the office of chair, the vice-chair automatically succeeds to the chair. A vacancy occurring in the office of vice-chair for any reason, including succession, is filled by election of the voting Committee membership for a replacement to serve the unexpired portion of the term.
- E. **Vacancies.** Vacancies shall be filled as per county policy.
- F. **Attendance.** A member of SWAC who misses three (3) unexcused absences from meetings in any twelve (12) month period may be removed as per county policy.

II. STAFF

SWAC shall be staffed by the Island County Solid Waste Division, and the Island County Health Department, as necessary, to provide support to SWAC. The Solid Waste Division Manager, or their designee, shall serve in a professional capacity as its technical advisor and administrative officer.

III. MEETINGS

- A. **Schedule.** SWAC shall meet quarterly, and as may be necessary, to carry out the purposes of the Committee. Meetings may be held at various locations within the County with written notification to the membership and chairperson designating the time and place of such meetings.
- B. **Minutes/Agendas.** Minutes of all meetings shall be kept by staff and distributed to the members prior to the next regularly scheduled meeting. Meeting minutes shall be approved by a majority vote of members present. Agendas shall be prepared by staff, with verbal approval of the Chair, and distributed to the members at least seven (7) days in advance of any regularly scheduled meeting.
- C. **Public Access.** All meetings shall be open to the public. Approved agenda packets and meeting minutes shall be posted on-line and shall be made available to the public as a matter of public record.
- D. **Quorum.** A majority of the currently seated voting members of the Committee, but no less than five, shall constitute a quorum and shall have authority to transact Committee business.
- E. **Order of Business**
 - 1. Call to Order
 - 2. Roll call, Determination of Quorum, and Approval of Minutes
 - 3. Public Comment Period
 - 4. Introduction and Disposition of Posted Agenda Items
 - 5. Open Session, Announcements, Future Agenda Items
 - 6. Adjournment
- F. **Rules of Order.** The meetings will be governed by The Standard Code of Parliamentary Procedure (Sturgis) except as superseded by applicable law or these rules of procedure or otherwise determined by a majority of the voting membership of the Committee. The Committee shall be as clear and simple in its procedure as possible, and therefore, should avoid the finer points of parliamentary rules.
- G. **Voting.** An affirmative vote of a majority of the quorum is required for transaction of business. Votes on recommendations will only take place if background information has been given to SWAC at previous SWAC meetings, or if such information is included with the meeting agenda.

IV. SCOPE

SWAC shall advise and make recommendations on matters as provided for in Section 4 of the Ordinance.

V. AMENDMENTS

To the extent that such an amendment would not conflict with RCW 70A.205.110(3) and ICC 13.02A.030, these bylaws may be amended or repealed, and new bylaws may be adopted, by majority vote of the SWAC.

VI. SAVINGS CLAUSE

Should any portion of these Bylaws be declared unconstitutional or otherwise contrary to law, such decision shall not affect the validity of the remaining portion of these Bylaws.

These Bylaws are hereby amended and adopted in a duly noticed meeting held on September 19, 2022 by an affirmative vote by a majority of Committee members.

Sarah Bergquist
Committee Chair

February 21, 2023
Date

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AGENDA ITEM 9: SWAC Meetings: Hybrid Format

PRESENTER: *Jeff Hegedus, Solid Waste Division Manager*

BOARD ACTION: Action Item Discussion Information

SIGNIFICANT POINTS OR EXECUTIVE SUMMARY

It has been requested that SWAC consider implantation of hybrid rather than virtual meeting format. Current bylaws state:

II. MEETINGS

A. **Schedule.** SWAC shall meet quarterly, and as may be necessary, to carry out the purposes of the Committee. Meetings may be held at various locations within the County with written notification to the membership and chairperson designating the time and place of such meetings.

COMMITTEE ROLE / ACTION REQUESTED

Consider request for consideration of hybrid meeting format..

ATTACHMENT(S)