



**MASON COUNTY**  
**PUBLIC WORKS DEPARTMENT**  
Shelton, Washington 98584

**MEETING MINUTES**

**Mason County SWAC Meeting Minutes**  
**July 23, 2015**

Attendees: Brian Matthews, Erika Schwender, Conley Watson, Dani Madrone, Eric Nelson, Scott Wilson and Delroy Cox.

1. **ROLL CALL:** The meeting was called to order by Erika Schwender at 10:00 a.m. Roll call was taken as well as a sign up sheet was passed around for members and guests. Meeting was to be recorded but there was a malfunction and there was no recording.
2. **PUBLIC COMMENT:** Dani Madrone related, she will be attending the meetings as a temporary member for the tribes, replacing Sheena Karen. There were no public comments.
3. **MEETING MINUTES:** The July 2, 2015 meeting minutes were approved by the members present. Due to lack of a quorum there was a motion to continue approval of the May 21, 2015 minutes until the next meeting.
4. **AGENDA APPROVAL:** Moved to review the agenda and continue discussions at the next meeting.
5. **BUSINESS AGENDA:**
  - 5.1. The Members present recommended using the Grays Harbor SWMP as a guideline to update the current Mason County SWMP (CSWMP) goals:**
    - 5.1.1. Brian Matthews discussed a letter received from Jason Dose recommending number 11, page 1, Chapter 1 be retained as a goal. The members present discussed the goals recommending changing the wording in goals 6, 9 and 12. Brian was going to make the changes for SWAC's review at the next meeting.
    - 5.1.2. The group went through Chapters 1 and 2 noting changes, projecting the future % increases of waste reduction, recycling and the impact on solid waste programs. Erika addressed the concerns created by the reduced amount receive from the CPG Grant. The County will receive about one half the amount received last year.
  - 5.2. Review Mason County Waste Management 2014 operational budget.**
    - 5.2.1. Brian Matthews went through the Mason County Public Works 2014 Solid Waste Expenses. A pie chart was used to show department cost percentages, Collection disposal Cost 63%, Salaries and Benefit Costs 20%, Operational Overhead Costs 13%, and Admin Fund Transfer Cost 4%. After some discussion. Everyone agreed more information was needed to understand the solid waste budget and the impacts for the plan update. Brian is going to provide the solid waste operational and capital budgets for previous years along with other historical information need to evaluate past practices.
  - 5.3. **General discussion of Grays Harbor CSWMP chapter 3:** Review was postponed till the next meeting.
  - 5.4. **Explore how Goodwill's e-waste could be incorporated into MCWM's recycle program:** The group discussed the possible options. Brian and Erika were going to check into the possibilities.
  - 5.5. **Discussion of possible time changes:** Erika was going to contact all SWAC members for a more convenient date and time to meet. It was pointed out updating the SWMP needed input from the whole committee. Actions to be approved by the committee requires a quorum to vote.
6. **Other items:** Discussed the need to have current and past Disposal and recycling tonnages for future planning. Brian was going to try and put the information together.
7. **Next meeting action items:**
  - 7.1. Review changes in goals.

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7.2. Discuss By-Laws

7.3. Review changes to Chapters 1 and 2 and discuss Chapter 3.

7.4. Discuss information submitted for the operations budget, capital Budget and past history for disposal and recycling volumes.

8. **Next meet date and time:** August 13, 2015 at 10:00 a.m. Location Public Works Bld.

8.1. Meeting adjourned at 11:35 a.m.

Submitted by: Delroy Cox, 8/3/2015