



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

**MEETING MINUTES**

Mason County SWAC Meeting Minutes  
August 13 2015

1. **Roll Call:** The meeting was called to order by Brian Mathews at 10:06 a.m. Attendees - Janet O'Connor, Rik Frederickson, Eric Nelson, Delroy Cox, Adrienne Amar (new member), Conley Watson, Cheryl Williams (new member), Steve Gilmore, Erika Schwender, and Brian Mathews. The new members were introduced by Erika.
2. **Public Comment:** There were no guests nor members of the general public in attendance so there were no opening comments.
3. **Meeting Minutes:** Brian passed out copies of the agenda, previous meeting minutes, and draft (from 2014) Chapter 3, *Solid Waste Collection, Transfer, and Disposal*, of the "Mason County Solid Waste Management Plan" (CSWMP) which had been previously sent to SWAC members by Del. The meeting minutes from July 2 and July 23, 2015 were approved.
4. **Agenda Approval:** The meeting agenda was approved as prepared – no new topics were added.
5. **Business Agenda:**

- 5.1. The draft 2<sup>nd</sup> update of Chapter 1 (Goals) from the Grays Harbor CSWMP has not been sent out yet for review by the SWAC members – Erika will send it out\*.
- 5.2. Grays Harbor CSWMP Chapter 3 – (NOTE: The SWAC is using the Grays Harbor document as a template for revising the Mason County CSWMP. Chapter 3 from Grays Harbor is titled *Solid Waste Handling Methods & Systems*) Erika noted that the draft Chapter 3 sent by Del differs from the one that exists on the Utilities & Waste Management computer system. Copies of the new document were prepared and given to SWAC members (NOTE: The title of this new document is *Waste Reduction and Recycling* which is Chapter 4 in the Grays Harbor CSWMP). Continuing with Document Del sent, it was noted that it has current rate tables for the city of Shelton. A discussion of MC Garbage rate tables determined that the "Frequency of Service" column needs clarification of the abbreviations used; Rik took an action to provide revised tables\*. A short break in CSWMP discussions was taken so that Erika could review SWAC members' responsibilities regarding Public Meetings. The members were urged to take the Attorney General's on-line training ( <http://www.atg.wa.gov/opengovernmenttraining.aspx> ). Further, members should also review the "Mason County Boards and Commissions Handbook" for further discussion of roles and responsibilities. Any lingering questions should be addressed to Erika or Brian for resolution. A short discussion of SWAC Bylaws was also held to determine if they should be amended (Section "C") to include a chairperson. The consensus was that the current meeting method should continue, i.e. no chairperson.

Returning to the CSWMP, there was a lengthy discussion of "Mandatory Collection" which led to a consensus opinion that this concept would not be recommended to the County Commissioners at this time. Included in the reasoning for this determination is the fact that Mason County has a high proportion of seasonal occupancy which can skew statistical results for collection amounts and revenues collected. It was also noted that the Department of Health has responsibility for solid waste regulations

compliance which is a consideration in the mandatory collection/self-haul discussion. Since the DOH is also currently understaffed a final determination on this issue (mandatory collection) should be deferred. Further review of the CSWMP stopped at page 7 since it was already 11:40 a.m. and Del had to leave the meeting.

5.3 Budget Review – Erika indicated that the 2016 budget data is being developed, but she only has preliminary data. She will provide the information to SWAC members when it is available for distribution\*.

5.4 Goodwill’s e-cycle program – Not discussed; Note that this is a “carry-over” item from the 7/23/2015 meeting discussions and needs to be a part of the recycle program discussion in the new Mason County CSWMP.

6. **Other Items:** There was a discussion of “flow control” for non-county residents at the transfer stations. Rik said he could provide recycling information for the plan (Chapter 4)\*  
Erika provided an overview of two proposed projects for the Eells Hill Road transfer station to improve traffic flow and provide safer operations.
7. **Next Meeting Agenda:** continue discussion of Chapter 3
8. **Next Meeting Date and Time:** The next meeting will be September 3, 2015 at 10:00 a.m. A subsequent meeting is tentatively scheduled for September 24, 2015 at 10:00 a.m. The meeting was adjourned at 12:25 p.m.
9. **Action Items** (Identified by “\*” above)
  - 9.1. Send out updated “draft” sections of the CSWMP – Erika
  - 9.2. Update MC Garbage tables – Rik
  - 9.3. Provide 2016 budget data – Erika
  - 9.4. Provide recycle information - Rik

Submitted by: E.A. Nelson, PE, 8/23/2015