

**October 6, 2022 BCTT Workgroup
Draft Meeting Minutes – Updated 10-25-22**


1. Agenda

| Topic | Lead | Start | Duration | Materials |
|---|-------------|-------|---|---|
| Welcome New Member Introductions Review Participant Meeting Instructions Review Agenda BOC Presentation Approve Draft Minutes: Last Meeting & Tours Landfill Tour Questions | Facilitator | 3:00 | 35 mins | Working Agenda Draft M2 Minutes Landfill Tour Minutes Neighborhood Tour Minutes Landfill Tour Qs Neighborhood Tour Qs (Email attachment) |
| Public Comment | Public | 3:35 | 25 mins | |
| Comments on Meeting Two Evaluation Suggestions for Improving the Between-Meeting Comments and Project Email Protocols. E.g., “Does the Workgroup want substantive emails to be copied directly to them, as well as to the process email/me; or, wait to get them a day or two before the meeting?” The result will be receiving the important stuff in real time, but more work for you between meetings. | Workgroup | 4:00 | 15 mins | BCTT M2 Evaluation Comments (Email attachment) |
| Stretch Break | All | 4:15 | 5 mins | |
| Discuss County Counsel Deference Memo and Set Stage for Legal Subcommittee | Workgroup | 4:20 | 15 mins | County Counsel Deference Memo |
| Quick Check-in: Are you willing to fully and collaboratively support the Board’s direction on the Charge? Please provide your reasoning regardless of your answer. | Workgroup | 4:35 | 30 mins Two Min. Written Prep One Min. Per Member | |
| Dinner Break: Meet Someone New | All | 5:05 | 25 mins | |
| Big Picture: Bridge Process to Set Stage for Subsequent Processes and Decisions Homework Summaries and Next Steps: | Workgroup | 5:30 | 60 mins (20 mins each) | 1) Common Understandings Table of Contents 2) SWMP Table of Contents 3) CUP Conditions |

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| <ul style="list-style-type: none"> 1) Common Understandings Table of Contents 2) SWMP Table of Contents (Subcommittee?) 3) CUP Conditions (Below Subcommittee) | | | | |
| <p>Stand-Up the Subcommittees:</p> <ul style="list-style-type: none"> 1) Landfill Size/Capacity/Longevity Subcommittee (Existing) 2) CUP Conditions Subcommittee (Existing) 3) Law Subcommittee (Pending) <ul style="list-style-type: none"> a) Land Use Law 101 b) Deference Memos c) Rights and Obligations d) Entity Rights and Obligations e) Reporting Requirements 4) Potential SWMP Subcommittee and Potential Amendment Request to BOC 5) Volunteers? | Workgroup | 6:30 | 15 mins | <p style="text-align: center;"> Member Memo County Counsel Deference Memo Republic Memo: Section 2 C and Section 3 <hr style="width: 20%; margin: 0 auto;"/> Charge C </p> |
| <p>Amended Workplan</p> <p><i>10/27/22 Meeting Four Major Topics:</i></p> <ul style="list-style-type: none"> 1) Subcommittee Progress Reports <ul style="list-style-type: none"> a) Landfill Size/Capacity/Longevity b) Charge B: CUP Conditions c) Charge C: Scope SWMP Process d) Law 2) Additional Common Understandings <ul style="list-style-type: none"> a) Solid Waste History b) Assumptions c) Economics d) Example Jurisdictions <p><i>11/3/22 Meeting Five Major Topics:</i></p> <ul style="list-style-type: none"> 1) Introduce Charge D: Input on Additional Topics: | Facilitator | 6:45 | 10 mins | <p style="text-align: center; color: green;"> Charge B (Email Attachment) Staff Memo: Charge B: Interpreting Provisions of Benton County's Development Code (Email attachment) </p> |

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| <ul style="list-style-type: none"> a) Scope tasks to Plan Hauling Reopener b) SWAC/DSAC Role Clarity and PC/BOC Criteria Use c) Code Change Timeline <p>2) Introduce Charge E: Public-Facing Document and Community Education Campaign</p> <p><i>11/17/22 Meeting Six Major Topics:</i></p> <ul style="list-style-type: none"> 1) Review Work, Authorize Draft, and Request Feedback <p><i>12/1/22 Meeting Seven Major Topics:</i></p> <ul style="list-style-type: none"> 1) Review SWAS/DSAC and Planning Commission Feedback and Edit Report <p><i>12/15/22 Meeting Eight Major Topics:</i></p> <ul style="list-style-type: none"> 1) Finalize Report 2) Adjourn | | | | |
| <p>Next Steps:</p> <ul style="list-style-type: none"> 1) Member Meeting Three Evaluation (Due Monday at 5:00 PM) 2) Homework for Next Meeting: TBD Based on Above 3) Next Meeting: 10/27/22 @ 3:00 PM | Facilitator | 6:55 | 5 mins | Meeting Evaluation Link  |
| Adjourn | All | 7:00 | | |

2. Attendance

| Organization Interest Group | WORKGROUP Member | Alternate | Polling | Ex Officio | Charge | Present |
|-----------------------------|------------------|---------------|---------|------------|--------|---------|
| SWAC/DSAC | Joel Geier | Chuck Gilbert | X | | All | X |
| SWAC/DSAC | Marge Popp | | X | | All | X |
| Planning Commission | Nancy Whitcombe | | X | | All | X |
| Planning Commission | Elizabeth Irish | | X | | All | X |

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|-----------------------|-------------------------|-------------------|---|---|--------------|---|
| Republic: National | Russ Knoke | Ginger Rough | X | | All but C | X |
| Republic: Local | Shawn Edmonds | Julie Jackson | X | | All but C | X |
| Public | John Deuel | | X | | All | X |
| Public | Kathryn Duvall | | X | | All | X |
| Public | Christopher McMorran | | X | | All | |
| Public | Ryan McAlister | | X | | All | X |
| Public | Mary Parmigiani | | X | | All | |
| Public | Ed Pitera | | X | | All | X |
| Public | Louisa Shelby | | X | | All | X |
| Public | Catherine Biscoe | | X | | All | X |
| DEQ | Brian Fuller | | | X | All but D | X |
| Marion County | Brian May | Andrew Johnson | | X | Only C | X |
| Linn County | Shane Sanderson | | | X | Only C | X |
| Benton County | Daniel Redick | | | X | All | |
| Benton County | Sean McGuire | Jen Brown | | X | All | X |

Benton County Staff

| | | |
|---------------|----------------|---|
| Benton County | Darren Nichols | X |
| Benton County | Greg Verret | X |

Facilitation Staff:

| | | |
|-----------------|--------------|---|
| ICM Resolutions | Sam Imperati | X |
| ICM Resolutions | Adam Meyer | |
| ICM Resolutions | Amelia Webb | X |

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3. Minutes

| Topic | Minutes |
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| Welcome New Member Introductions Review Participant Meeting Instructions Review Agenda BOC Presentation | 3:19 - Commissioner Wyse read statement to clarify the workgroup’s direction. (See #7, below.) - Commissioner answers questions - Sam reviews agenda |
| Public Comment | - Audrey Sterling (Community Member): Reflects that the talk in the community focuses on the idea that the landfill is full and what to do with the trash. They need to find a place for it so the landfill does not overflow. - Kristen Mitchell (Executive Director of Oregon Refuse & Recycling): Explains what her company does, noting that Coffin Bute is in very good standing. She also notes that because Senate Bill 882 was passed, RMA should come into effect soon. - Cris Reese (Community Member and Small Business Owner): Expresses appreciation for the work Republic does at Coffin Bute and notes he does not want small businesses to be forced to pay garbage trucks to haul longer distances. - Chuck Gilbert (Community Member): Comments on how the landfill and rock removal are both valuable resources. - Jennifer Holworth (Community Member): Reflects positively on Republic’s compost and recycling programs |
| Approve Draft Minutes: Last Meeting & Tours | 3:50 - Sam goes over documents and asks for questions - Joel clarifies the changes he sent in that were not reflected in the member’s printed copies. |
| Landfill Tour Questions | 3:45 - Sam goes over Landfill Tour and Questions - Ed asks that the detailed notes document he created be posted on the website too. 3:56 - Sam goes over Neighborhood Tour and Questions, and asks for questions on all documents. - What is the timeline for getting Republic’s answers to the tour questions? Shawn Edmonds – it will take some time to pull it together, but they should be able to present them to that subcommittee. |

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| | <p>Steps for this process:</p> <ol style="list-style-type: none"> 1) Republic responds to questions 2) Members examine it 3) Members note where they want more information 4) Subcommittee examines updated document and makes decisions |
| <p>Comments on Meeting Two Evaluation Suggestions for Improving the Between-Meeting Comments and Project Email Protocols.</p> <p>E.g., “Does the Workgroup want substantive emails to be copied directly to them, as well as to the process email/me; or, wait to get them a day or two before the meeting?” The result will be receiving the important stuff in real time, but more work for you between meetings.</p> | <p>4:02</p> <ul style="list-style-type: none"> - Sam explains that Inga had to condense ~ 1,600 emails. Some of the emails were valuable, and Sam is concerned that Members are not able to access the important information in real time this way. - The group discusses, and several people agree that do not need to receive every email - Joel suggests the county make a freelist.org account so people can personally choose if they want everything or just the weekly summary freelist.org provides. - Greg says he will investigate this option |
| <p>Stretch Break</p> | <p>4:10</p> |
| <p>Discuss County Counsel Deference Memo and Set Stage for Legal Subcommittee</p> | <p>4:16</p> <ul style="list-style-type: none"> - Sam notes that there has been a lot of offline conversations a/b Charge B. Plan proposed to have legal subcommittee to present to the group on what the law is so the workgroup can make informed decisions. - Questions Asked: <ul style="list-style-type: none"> - What if the lawyers have different interpretations? - Is this really going to get the group to its goal? - Sam responds, clarifying that, if there are different perspectives it is ultimately up to the work group to determined what they want. - Darren clarifies that a subcommittee is smaller than the quorum of the workgroup so they can legally meet and report back to the workgroup. - Discussion around creating an agenda that included comments on why each topic is included and what documents relate to which parts of the topic. - Sam also offers the practical note that, as he will be facilitating the subcommittees, the pace b/w meetings will need to slow slightly. |
| <p>Quick Check-in: Are you willing to fully and collaboratively support the Board’s direction on the Charge?</p> | <p>4:46</p> <ul style="list-style-type: none"> - Everyone does activity and shares responses |

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| Please provide your reasoning regardless of your answer. | Two members note that they are a little uncomfortable with the idea of the activity. |
| Dinner Break: Meet Someone New | 4:59 |
| <p>Big Picture: Bridge Process to Set Stage for Subsequent Processes and Decisions</p> <p>Homework Summaries and Next Steps:</p> <ul style="list-style-type: none"> 4) Common Understandings Table of Contents 5) SWMP Table of Contents (Subcommittee?) <p>CUP Conditions (Below Subcommittee)</p> | <p>5:32</p> <ul style="list-style-type: none"> - Darren offers County perspective on the comments shared during the previous activity. He notes that they have a two-way dialogue with the commissioners and 15 minutes at each board meeting. He emphasizes that Sam’s only interest it for the group to reach success, and then asks the room for any questions. <p>5:36</p> <ul style="list-style-type: none"> - Sam reviews the charge elements, and explains how the track changes members made fit into the workgroup process. Sam clarifies the processes used to assemble the track change documents. - After reviewing the Common Understandings Table of Contents Sam does the same process for the SWMP. - Questions asked – clarification given on subcommittees. <p>6:02</p> <ul style="list-style-type: none"> - Sam explains how the CUP track change document was created and the function of a CUP subcommittee. |
| <p>Stand-Up the Subcommittees:</p> <ul style="list-style-type: none"> 1) Landfill Size/Capacity/Longevity Subcommittee (Existing) 2) CUP Conditions Subcommittee (Existing) 3) Law Subcommittee (Pending) <ul style="list-style-type: none"> a) Land Use Law 101 b) Deference Memos c) Rights and Obligations d) Entity Rights and Obligations e) Reporting Requirements 4) Potential SWMP Subcommittee and Potential Amendment Request to BOC 5) Volunteers? | <p>6:14</p> <ul style="list-style-type: none"> - Subcommittee 1 will get the much-needed clarification and needed in this area and present it to the workgroup. - Discussion of having legal experts look at the legal information before workgroup members. Consider having the County pay for independent counsel, as a neutral legal authority may be helpful. Although, different person should be used from last time. - Greg clarifies that information provided by legal experts(s) would not be binding. It would be research. - Discussion about the limits of workgroup member expertise and “truth testing.” <p>The group decides that, within the law subcommittee..</p> <ul style="list-style-type: none"> A) Greg makes a first crack at the Land Use 101 section. B) The deference memo does not need to be vetted b/c the board made it clear what they want. C) Is a function of summarizing the existing dynamics b/w the County and Republic. |
| <p>Amended Workplan</p> <p>10/27/22 Meeting Four Major Topics:</p> | <p>6:57</p> <ul style="list-style-type: none"> - Volunteers for Subcommittees: 1) <u>Landfill Size/Capacity/Longevity</u> |

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| <p>3) Subcommittee Progress Reports</p> <ul style="list-style-type: none"> e) Landfill Size/Capacity/Longevity f) Charge B: CUP Conditions g) Charge C: Scope SWMP Process h) Law <p>4) Additional Common Understandings</p> <ul style="list-style-type: none"> e) Solid Waste History f) Assumptions g) Economics h) Example Jurisdictions <p><i>11/3/22 Meeting Five Major Topics:</i></p> <p>3) Introduce Charge D: Input on Additional Topics:</p> <ul style="list-style-type: none"> d) Scope tasks to Plan Hauling Reopener e) SWAC/DSAC Role Clarity and PC/BOC Criteria Use f) Code Change Timeline <p>4) Introduce Charge E: Public-Facing Document and Community Education Campaign</p> <p><i>11/17/22 Meeting Six Major Topics:</i></p> <p>2) Review Work, Authorize Draft, and Request Feedback</p> <p><i>12/1/22 Meeting Seven Major Topics:</i></p> <p>2) Review SWAS/DSAC and Planning Commission Feedback and Edit Report</p> <p><i>12/15/22 Meeting Eight Major Topics:</i></p> <p>3) Finalize Report</p> <p>Adjourn</p> | <ul style="list-style-type: none"> a. Paul Nietfeld b. Chuck Guillbert c. Republic Engineers - M. McNab & Bill d. Brian May e. Shane Sanderson f. Daniel Redick (?) <p>2) <u>CUP Conditions</u></p> <ul style="list-style-type: none"> a. Nancy Whitcome (if needed) <ul style="list-style-type: none"> i. She is following up on a few other leads b. Kathrine Bisco c. Jeff Condit d. Mark Yeager <p>3) <u>Law Subcommittee</u></p> <ul style="list-style-type: none"> a. County Councile b. Liz ____ c. Republic Lawyer _____ d. Neighborhood Lawyer (Ken ____) <p>4) <u>SWMP and Potential Amendment Request to BOC:</u></p> <ul style="list-style-type: none"> a. Brian May b. Sean McGuire c. John Devel d. Marge Popp <p>7:04</p> <ul style="list-style-type: none"> - Examine Charge C - A way to think about the SWMP and/or SMMP is as a guide to the Coounty to use when creating the RFP. - Joel clarifies the diffrence between SWMP and SMMP. <ul style="list-style-type: none"> - SWMP = Solid Waste Managment Plan. A plan to put trash somewhere. SMMP = Sustanibule Materials Managment Plan. A “cradel to grave” plan for the cycle of things coming in and out of the county that takes in enviornmental impacts. |
| <p>Next Steps:</p> <ul style="list-style-type: none"> 4) Member Meeting Three Evaluation (Due Monday at 5:00 PM) 5) Homework for Next Meeting: TBD Based on Above <p>Next Meeting: 10/27/22 @ 3:00 PM</p> | <p>NOTE: During the meeting, Nancy Whitcombe handed out a document titled, “History of Coffin Butte Landfill:” (See #8, below.)</p> |
| <p>Adjourn</p> | <p>7:13</p> |

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4. Polling Issues

None

5. ZOOM MEETING RECORDS:

Zoom Recording and Transcript: [Link](#)

Passcode: XR6+eG8?

6. MEETING CHAT:

- 00:54:09 **Debbie Palmer:** Closed captions do not capture members of the workgroup speaking, only mostly the facilitator
- 01:26:39 **Greg Storms:** If you are having a hard time hearing the audio try using earbuds with your computer.
- 02:30:28 **Catherine's Biscoe:** Well yes but still waiting for audio...just saw this message though...a
- 02:55:40 **Joel Geier:** I just finally got admitted back in after returning home at 5:30 pm. Can someone kindly tell me how to set my screen name as a WG member?
- 02:56:40 **WG, ALT Ginger Richardson, Republic Services:** if you click in the upper right corner of the box with your name, you'll see two blue pop ups
- 02:56:49 **WG, ALT Ginger Richardson, Republic Services:** one says unmute and another has three dots.
- 02:57:00 **WG, ALT Ginger Richardson, Republic Services:** click the three dots, and then scroll down to where it says "rename"
- 02:57:08 **Joel Geier:** Thanks!
- 02:57:21 **WG, ALT Ginger Richardson, Republic Services:** click that and a pop up box will come up that allows you to type a new screen name
- 02:57:24 **WG, ALT Ginger Richardson, Republic Services:** Sure!
- 03:29:47 **WG Joel Geier:** I can't figure out how to "raise" my hand here. The county needs to consult with an impartial legal expert on this question.

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03:30:32 **WG-Alt Andrew Johnson, Marion County:** click on reactions on the bottom and the raise hand.

03:34:37 **WG Joel Geier:** Thanks again ... I found it eventually!

7. BOC Direction and Expectations Statement

The Board of Commissioners had an in-depth conversation at our last board meeting in order to clarify roles, responsibilities, and expectations of the Benton County Talks Trash Workgroup and I agreed, as the chair, to come here today to share our direction with you. To be clear the expectation is that you follow this direction. I will go through our direction point by point, check for understanding and take clarifying questions. At the end we will have time for overall discussion.

1. A workgroup member appointed by an Organization/Interest Group does serve a “liaison” type role. The Workgroup Charter clearly states that there is an expectation for two-way communication between the workgroup member and their organization/interest group. The Board of Commissioners decided not to change that role. We do however, want to convey an important message. When it comes to Benton County Organization/Interest Groups (SWAC/DSAC & Planning Commission) we expect that discussions will be kept to Workgroup updates and feedback and input on the specific topic the Workgroup asked for feedback on. We do not want the Organization/Interest Groups to try to re-direct or change the work of the Workgroup. We also expect that our appointed bodies are not engaging in discussions outside of their meetings. The Board of Commissioners recognizes this “liaison” role *in theory* is a good idea, but in practice it has proven to be a little confusing to navigate.
2. The BOC has decided to cancel the SWAC/DSAC meetings until the time the Workgroup has draft documents for them to review and comment on. The Planning Commission has other items they need to meet about, but we have directed them not to engage in Benton County Talks Trash conversations until that time as well.
3. The Board of Commissioners expects that all conversations/work on the topics and subtopics listed in the Benton County Talks Trash Charter and Bylaws under “II Scope & Charge” A-E will be kept to the “one table”. The BOC also does not wish to add, remove, or edit any of the Charge elements.
4. At this time the BOC does **not** want the Workgroup to make recommendations on whether and/or when the landfill should be closed, how to reduce the amount of waste that goes into the landfill, or options for the county’s solid waste future. That’s not to say that those topics are not important, but that is not what this group is here to do.
5. Any official communication from the Workgroup (or any Benton County appointed body) should be agreed upon by the body by majority vote and passed along by staff. Individual members do not speak for the body.
6. The Board of Commissioners expects everyone representing Benton County to conduct themselves in a courteous manner, including communications in person, writing, email, phone call, etc. Be polite. We all have to work together on these tough issues.
7. In the event that a workgroup member cannot or will not meet expectations as determined by the Board of Commissioners, the Board of Commissioners will remove the member from the workgroup. In addition, if the workgroup member is also a liaison from a Benton County appointed body, the Board of Commissioners will consider removing the individual from the appointed body as well.

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8. Nancy Whitcombe’s document titled, “History of Coffin Butte Landfill:”

Link:

https://www.co.benton.or.us/sites/default/files/fileattachments/community_development/page/8315/whitcombe_memo_-_history_of_coffin_butte_landfill_-_10.6.2022.pdf

DRAFT