

IV. Workgroup Recommendations

SECTION A: Develop Common Understandings

1) A chronological history of key Coffin Butte Landfill topics

E) Reporting requirements

#	Authority	Reporting Requirement
1	Landfill Franchise Agreement:	Operational Reports
2		Capacity Reports
3		Other Reports: copies relative to the operation of the landfill (Benton County & Valley Landfills, Inc., 2020)
4	OAR Chapter 340, Divison 94: "(13) Records" (Oregon Secretary of State, 2022)	(A) Daily listing by load of the volume or weight of solid waste received;
5		(B) Monthly and quarterly accumulations of amounts of daily waste received."
6	DEQ Solid Waste Permit Reporting Requirements (Geo-Logic Associates, 2021)	Operating Record
7		Daily amount of each waste type received and approved alternative daily cover
8		If applicable, every quarter, record the amount of each material recovered for recycling or other beneficial purpose.
9		Solid Waste Disposal Report/Fee Calculation form.
10		Washed Reporting (as part of the Opportunity to Recycle Reporting)
11		Retain copies of all records and reports for 10 years after their creation.
12		Update all records to reflect current conditions at the facility
13		Annual Environmental Monitoring Report (AEMR)
14		Statement of compliance
15		Annual leachate treatment report
16	Split sampling submittal	
17	DEQ NPDES Permit (Geo-Logic Associates, 2021)	Quality Assurance and Quality Control (QA/QC)
18		Monthly monitoring results
19	Federal Fish and Wildlife Depredation Permit (Geo-Logic Associates, 2021)	Annual Report

#	Authority	Reporting Requirement
20	Oregon Title V Operating Permit for Site Air Emissions (Geo-Logic Associates, 2021)	Excess emissions reporting
21		Permit deviations reporting
22		Semi-annual and annual reports
23		Monthly reports