



**COMMUNITY DEVELOPMENT DEPARTMENT**  
**4500 SW Research Way**  
**Corvallis, OR 97333-1192**  
**(541) 766-6819**

**Disposal Site Advisory Committee (DSAC)**

**AGENDA**

**January 8, 2025**

**6:00 p.m. – 8:00 p.m.**

**4500 SW Research Way, Corvallis, OR 97333**

This meeting will be held in-person. The meeting will be accessible online for those unable to attend.

<https://us06web.zoom.us/j/88247921911?pwd=EQu4Ofo6VVJNGuVr9KmWhTx96R6LKs.1>

Meeting ID: **882 4792 1911**

Passcode: **680718**

DSAC website with meeting materials, including the meeting packet:

<https://cd.bentoncountyor.gov/disposal-site-advisory-committee-dsac>

Agenda Item #	Start Time	Duration	Topic	Speaker(s)
1	6:00 p.m.	5 min.	Call to Order	Chair
2	6:05 p.m.	20 min.	Public comment – your comments welcome. Each commenter generally limited to 3 minutes.	Public
3	6:25 p.m.	10 min.	Last meeting’s minutes and review of last month’s action items – Review, edit as necessary, and approve Committee minutes for December 11, 2024 – discussion, action. Please review the draft minutes [ <a href="#">link to packet</a> ] and meeting video ( <del><a href="#">link</a> – password: 0c?YQwkQ</del> ) ahead of time. Last month’s meeting was not recorded.	Committee
4	6:35 p.m.	15 min.	Sean McGuire, Sustainability Coordinator Sean is the lead staff for the Environment and Natural Resource Advisory Committee ( <a href="#">ENRAC</a> ). He will discuss ENRAC’s role and answer DSAC’s questions.	Sean McGuire, Committee
5	6:50 p.m.	5 min.	Coffin Butte Landfill expansion update – Note the press release included at the end of the <a href="#">meeting packet</a> .	Bret Davis, Staff, Committee



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6	6:55 p.m.	10 min.	Past Minutes – Review, edit as necessary, and approve Committee minutes for Oct. 25, 2023 – discussion, action. Please review the draft minutes [ <a href="#">link to packet</a> ] and meeting video ( <a href="#">Link</a> ) ahead of time.	Committee
7	7:05 p.m.	5 min.	Break	All
8	7:10 p.m.	15 min.	DSAC Scope and Goals	Committee
9	7:25 p.m.	10 min.	Planning DSAC’s 2025 meeting schedule – which months should we meet?	Committee
10	7:35 p.m.	15 min.	Approval of 2022 Coffin Butte Landfill Community Concerns Report	Committee
11	7:50 p.m.	5 min.	Request Agenda Items, staff requests for next meeting	Committee
12	7:55 p.m.	5 min.	Next meeting/wrap up/adjourn	Chair

**Disposal Site Advisory Committee (DSAC) Membership**

Name	Term	Name	Term
Rachel Purcell, Chair	1/1/24 - 12/31/25	Chuck Gilbert	1/1/24 - 12/31/25
David Hackleman, Vice-Chair	1/1/24 - 12/31/25	Bret Davis, Landfill Representative	1/1/24 - 12/31/25
Jennifer Field	1/1/24 - 12/31/25	Charlene Carroll	10/1/24 - 12/31/25
Brent Pawlowski	1/1/24 - 12/31/25		
Jeffrey Morrell	1/1/24 - 12/31/25	Vacant	
David Livesay	10/1/24 - 12/31/25	Vacant	
<b>Benton County Staff</b>			
Petra Schuetz, Interim Community Development Director			
Bailey Payne, Solid Waste Program Coordinator			

DSAC Members Excused:

**Action Items from Last Meeting:**

<b>Action Items:</b>	<b>Lead</b>	<b>Status</b>
Continue monitoring developments regarding Republic's application status; keep this item ongoing in future agendas.	Rachel P. / Bailey P.	Agenda
Request data from PNGC on how much landfill gas is collected versus fugitive. – Bailey reached out for this information on November 6, 2024 and has not yet been provided this data.	Bailey P. / Republic Services	Not available
An idea was put forth about adding an agenda item at each meeting dedicated to reviewing outstanding tasks or action items discussed previously, ensuring accountability and follow-through between meetings.	Rachel P. / Bailey P.	Agenda
Jeff M. suggested adding line items to future meeting minutes to make edits easier to find.	Bailey P.	Done
Jeff M. made a motion to have the County staff include transcripts of all past meeting minutes that have not yet been approved.	Bailey P.	In progress (IT)
Staff will forward the finalized version of the fire safety report to the county commissioners who will forward it to the Board of Commissioners.	Bailey P.	In progress

**Potential Agenda Topics:**

- Approve meeting minutes from 7/11/22 – 10/25/23 (10 meetings)
- Cell 6 expansion approval process
- Deeper dive into GHG emissions - methane emissions / gas plant numbers conversation - work on getting answers on committee methane questions (Republic Services)
- Conversation about DSAC's scope/goals
- Update on Republic's application to expand the landfill. Information sharing, discussion of possible Committee actions to keep informed / keep the public informed.
- Technology to measure landfill odors and methane
- Strengthening outreach efforts
- From DSAC bylaws: Section 1. Periodic Self-Evaluation: The Committee shall conduct periodic self-evaluations to assess its effectiveness, identify areas for improvement, and, subject to the approval of the Community Development Director, may implement strategies to enhance its performance. The results of any evaluation or assessment shall be provided to the Community Development Director and to the Board of Commissioners. (Summer 2025?)
- Approval of 2023 and 2024 Coffin Butte Landfill Community Concerns Annual Report