

**MEETING MINUTES**  
**Disposal Site Advisory Committee (DSAC)**  
**January 8, 2025**

**COMMITTEE MEMBERS ATTENDING**

Rachel Purcell, Chair  
David Hackleman, Vice-Chair (virtual)  
Jennifer Field (virtual)  
Chuck Gilbert  
Brent Pawlowski  
Jeff Morrell  
Charlene Carroll  
David Livesay  
Paul Koster, Republic Services

**STAFF**

Petra Schuetz, *Interim Community  
Development Director*  
Bailey Payne, *Solid Waste Program  
Coordinator*  
Sean McGuire, *Sustainability Program  
Coordinator*

**GUESTS**

Ken Eklund, Community Member  
Debbie Palmer, Community Member  
Becky Merja, Community Member  
Kevin Kenaga, Community Member  
Bernie Cummings, Community Member  
Julie Jackson, Republic Services  
Bret Davis, Republic Services

**Agenda Item #1: Call to Order**

- Benton County DSAC Chair Rachel Purcell called the meeting to order at 6:05 P.M. The meeting was open to the public and also available virtually via a published Zoom link.

**Agenda Item #2: Public Comment**

- Ken Eklund raised concerns about landfill emissions, enforcement actions, DSAC's scope and goals, and the Benton County Comprehensive Plan with regard to the landfill. Suggested specific action items for the committee, including monitoring Oregon DEQ files and using Carbon Mapper for methane detection.
- No other participants had public comments.

### **Agenda Item #3: Approval of Meeting Minutes from December 11, 2025 and review of action items**

- The December 11, 2024, meeting minutes were reviewed and approved.
- Motion to approve made by Jeffrey Morrell; seconded by Charlene Carroll. Motion **carried, 9-0.**

### **Agenda Item #4: Sean McGuire, Sustainability Coordinator**

- Topic: ENRAC's Role
  - Sean McGuire discussed the Environment and Natural Resource Advisory Committee's (ENRAC) function, its involvement in the landfill expansion review process, and collaboration with DSAC.
  - DSAC expressed interest in greater involvement and coordination with ENRAC.

### **Agenda Item #5: Coffin Butte Landfill expansion update**

- Presenter: Bret Davis
  - Updates on Republic Services' application to expand the landfill.
  - The application deadline for completeness was identified as January 15, 2025. Once deemed complete, the 150-day review process will begin.

### **Agenda Item #6: Past Minutes – Review, edit as necessary, and approve Committee minutes for Oct. 25, 2023**

- Chair Purcell moved to accept the Minutes for October 25, 2023; Member Morrell seconded. Motion **carried, 7-0;** Member Livesay and Koster abstained from the vote. A disclaimer shall be added to that set of Meeting Minutes noting potential incompleteness.

### **Agenda Item #7: DSAC Scope and Goals**

- Review of DSAC's duties as outlined in ORS 459.325.
- Emphasis on community comment forums and oversight on landfill operations, closure, and monitoring.
- Discussion about DSAC's potential advisory role in the expansion review.

### **Agenda Item #8: Planning DSAC's 2025 meeting schedule**

1. **Frequency of Meetings:**
  - The committee is required to meet a minimum of four times per year but expressed a preference for monthly meetings, particularly given the ongoing landfill expansion proposal.
2. **Public Comment:**

- The committee debated whether public comment should be included in every meeting or limited to specific sessions.
- It was acknowledged that some meetings, such as work sessions focused on internal planning, might not invite public comment. However, public input will be prioritized during critical phases, such as the 150-day review period for the landfill expansion.

**3. Next Steps:**

- A work session without public comment was tentatively planned for February 2025.
- Regular monthly meetings, with a reassessment at mid-year, were agreed upon to ensure flexibility and responsiveness to developments.

**Agenda Item #9: Approval of 2022 Coffin Butte Landfill Community Concerns Report**

**Report Contents**

**1. Public Concerns Highlighted:**

- Methane emissions and their impact on local air quality.
- Allegations of insufficient regulatory compliance by Republic Services.
- Potential effects of landfill expansion on surrounding communities, including increased traffic, odors, and environmental risks.
- Communication gaps between the landfill operators, regulatory agencies, and the community.

**2. Data and Sources:**

- The report consolidated concerns raised during DSAC public meetings and written submissions by community members.
- Input from regulatory bodies, such as DEQ and EPA, regarding landfill oversight and compliance, was also discussed.

**3. Purpose:**

- To provide a transparent summary of community feedback.
- To ensure the concerns are part of the public record and inform DSAC's ongoing work and recommendations.

**Discussion Points During the Meeting**

**1. Accuracy and Completeness:**

- Some members questioned whether all relevant concerns had been adequately documented.
- Clarifications were sought regarding data on methane emissions and past enforcement actions.

**2. Approval Process:**

- The committee discussed including disclaimers or annotations for unresolved issues or areas where further verification was needed.
- It was noted that feedback on the report would enhance its utility as a planning tool.

**3. Action Steps:**

- Bailey Payne, as Solid Waste Program Coordinator, was tasked with addressing any formatting issues and submitting the report to the Board of Commissioners and the Oregon Department of Environmental Quality.

Mr. Morrell made the motion to approve the Coffin Butte Report; Commissioner Gilbert seconded. The motion **carried, 9-0.**

**Agenda Item #10: Request Agenda Items and staff requests for next meeting**

**Landfill Expansion Updates:**

- Status update from Republic Services on the completeness of the landfill expansion application and the subsequent review process.

**Methane Emissions Monitoring:**

- Continued discussion on addressing public concerns about methane emissions, including data from Republic Services on fugitive gas and collection efficiency.

**Review of Committee Scope and Goals:**

- Follow-up on DSAC’s statutory role and bylaws, particularly its responsibilities related to public comment, oversight, and coordination with ENRAC.

**Approval of Pending Meeting Minutes:**

- Review and finalize any outstanding minutes from previous meetings, ensuring alignment with record-keeping requirements.

**Staff Requests**

- Bailey Payne was requested to:
  - Gather additional data on landfill methane emissions and any regulatory updates from Oregon DEQ or other agencies.
  - Provide guidance on procedural questions, such as incorporating disclaimers for incomplete meeting records or public comments.

**Next Steps**

The committee agreed to maintain flexibility to address any emerging issues related to the landfill expansion application and public concerns.

ACTION ITEMS	Lead	Status
Eklund's Suggestions: <ul style="list-style-type: none"> <li>Write to Oregon DEQ and EPA to inquire if there is an active file or enforcement action regarding Coffin Butte landfill.</li> </ul>	Payne	Emailed, no response yet.
Landfill Emissions Monitoring: <ul style="list-style-type: none"> <li>Request additional data on landfill gas collection versus fugitive emissions from Republic Services.</li> <li>Review Carbon Mapper data for landfill methane emissions and compare it to other Oregon landfills.</li> <li>DSAC to continue monitoring methane capture efficiency and energy conversion rates in future meetings.</li> </ul>	Hackleman / Koster / Payne	
Application Process Updates: <ul style="list-style-type: none"> <li>Republic Services to submit outstanding application materials by January 15, 2025.</li> </ul>	Payne / Davis	
Coordination with ENRAC: <ul style="list-style-type: none"> <li>Explore potential collaboration between DSAC and ENRAC regarding the Coffin Butte landfill expansion review.</li> </ul>	McGuire / Purcell	
DSAC Scope Clarification: <ul style="list-style-type: none"> <li>Review DSAC's bylaws and statutory duties (ORS 459.325) to clarify the committee's role in public comment collection and landfill oversight.</li> </ul>	Purcell / Payne / County Counsel	
Republic Services to summarize their current efforts and plans regarding fire safety measures for inclusion in the fire safety report.	Republic Services / Hackleman	
Continue working on transcribing and preparing past meeting minutes for approval. Verify with County council if adding a disclaimer to the meeting minutes is acceptable.	Payne	
Republic Services to organize a landfill tour for DSAC members.	Republic Services	Tour set for 2/5/25
Schedule a work session for DSAC to discuss goals and objectives.	Payne / Purcell	

**Adjourned at 8:09 P.M.**

**Next Meeting:** February 12, 2025, Holmes & Shipley Meeting Room, First Floor, Kalapuya Building, 4500 SW Research Way, Corvallis, Oregon

**Minutes Prepared By:** Amanda Makepeace, Administrative Assistant