

City of Florence
Environmental Management Advisory Committee
December 12, 2013 ~ Regular Session 2:00 pm

The proceedings of the City of Florence Environmental Management Advisory Committee were recorded on tape and on file at Florence City Hall.

- **Call to Order and Approval of the Agenda**

Chairperson (CP) Robert Forsythe called the meeting of the Environmental Management Advisory Committee (EMAC) to order at 2:00 pm. Others present included: Committee Members (CM) Bonnie MacDuffee, Robin Sullivan, Sandra Davidson, Erika Bessey, David Twombly (CCD), Dan Webb (County Transfer & Recycling), Senior Planner Wendy FarleyCampbell (CoF), Public Works Director Mike Miller (CoF), and Planning Technician Glen Southerland (CoF)

CM Sullivan moved to approve the agenda with changes in order; second by CM MacDuffee, by voice all ayes, motion carried unanimously.

- **Approval of Minutes**

- October: CM Davidson proposed change to minutes of October meeting. The change suggested was to the HHW Event Debrief: “265 residential participants totaling 64.6 lbs per person” to read “265 residential participants *averaging* 64.6 lbs per person.” CM Davidson commented she called to check that St. Vincent de Pauls is still accepting block foam for recycling. CM Davidson moved to approve with changes, CM Bessey seconds, by voice all ayes, motion carried unanimously.

- **No Public Present, No Public Comments**

- **Habitat for Humanity / PaintCare**

- CM Sullivan provided background information on the status of the creation of a paint waste disposal program at the Habitat for Humanity ReStore. CM Sullivan stated that Jack from Habitat for Humanity is eager to get started, but Oregon PaintCare is currently undergoing changes due to Oregon Product Stewardship Law. Thusly, there has not been a response from PaintCare as to the status of the Habitat for Humanity paint program.
- SP FarleyCampbell stated that CM Sullivan had called her and wanted to meet with Jack and Kate. The Habitat for Humanity contacts were excited for the program, but PaintCare is currently getting ready for 2014.

- **Bio-Solids Update**

- PWD Miller stated that the new compost pile was being built that day (December 12th, 2013). PWD Miller stated that the field trip that was planned for the new site could not be completed at the moment as the City of Albany representatives could not attend due to weather. The finished product (compost pile) is currently waiting for DEQ approval. The situation is complicated because the Bio-Solids Management Plan is tied to the NPDES (National Pollutant Discharge Elimination System) permit because of discharge to the Siuslaw. NPDES permits have been administratively extended in 2010, but require a new permit because of the

change for bio-solids. PWD Miller detailed that the DEQ has been pressured to permit the program and the City is currently at the top of the list.

- PWD Miller stated that after the draft permit is reviewed by the EPA, the public process can begin in January, ending in March. After the permit is issued and the Bio-Solids Management Plan is approved, the City can legally distribute the compost. For the first year of the program, the compost will be free, after the first year, it would likely be \$10-\$15 per yard.
- PWD Miller stated that the governments of the City of Albany, the City of Port Orford and another couple from Washington State were interested in the operation and visiting the site. PWD Miller stated that he is attempting to obtain another cover in order to expand composting. He also stated that with another cover, 2/3 of the city's bio-solids would be diverted to composting. The site is also expecting several thousand cubic yards of vegetation from Honeyman State Park.
- Twombly asked if three Gore liners would facilitate the entire city's biosolids and if any carbon was purchased in order to complete the project or if the project was completed with stockpiled carbon. PWD Miller stated that the liners were enough and the project was completed using only stockpiled carbon. Twombly stated that he was happy that there was now another level of recycling. Twombly added that he and Dan were being asked questions about composting by the community.
- CM Bessey asked if the draft permit will cover more bio-solids. PWD Miller stated that a significant amount more would require an additional site. Twombly asked if the site being considered was at the airport. PWD Miller replied yes and that they were looking at anywhere that was free.
- PWD Miller and SP FarleyCampbell affirmed staff and council interest in completing the project, as well as interest from other programs around the region.
- CM MacDuffee inquired as to when the compost would be ready to distribute and the limit of the distribution. PWD Miller stated that the compost would be ready to distribute by the Green Fair and that there was no limit, unless the use was commercial.
- CM Davidson commended PWD Miller on his radio show interview, which was very interesting. PWD Miller stated that another municipality timed from flush to treatment plant and found that the materials end up on treatment plant screens within 45 minutes.

- **City Hall Kiosk**

- CM Davidson informed the Committee that a science teacher for the elementary school was looking for spools, CD cases, and sport spouts for science projects. CM Davidson stated that she would be speaking to her again, and would return if the science teacher had an expanded list of materials she would like. CM Davidson suggested that a PSA be created for recycling materials.
- PT Southerland asked about hazardous pill residue in recycled containers, citing the EPA Pharmaceutical P-List. CM Davidson replied that she usually sorted the pill containers, but had not encountered information about hazardous pharmaceuticals. CM Davidson asked Webb if this type of waste would be hazardous, he confirmed that it would be hazardous. SP FarleyCampbell stated that the concern was with handling during sorting, and stated that many pharmacies will take those containers back. PT Southerland offered to provide the information that he had found.

- **Rate Review Next Steps**

- SP FarleyCampbell stated that the next rate review was due in 2015, which could include composted materials. Twombly added that this would be an optimum time because they will have a professional consultant. Twombly asked if SP FarleyCampbell had determined if the previous consultants would be hired again. SP FarleyCampbell stated that it would not be until next year's goal setting session.
- SP FarleyCampbell stated that she had pulled the resolution concerning rate review. In July 2014, the rate would be increased the remaining 25% to the proposed rate. The full rate review would be done in 2015 for the reportable 2014 year.
- SP FarleyCampbell said the resolution cited CPI and increases in disposal fees; she asked if there had been any increases in disposal fees since. SP FarleyCampbell stated that Section 6 was worded in such a way that it did not apply anymore, but found that the City required contractual arrangements for disposal to be reviewed by the City.

- **2013 Goals and Objectives Discussion**

- **Green Fair**

- i. SP FarleyCampbell information about the Greener Florence program went out with the 900+ business renewals that went out earlier in the month. There was an inquiry about the Green Fair from Books and Bears. SP FarleyCampbell stated that PWD Miller had mentioned including composting at his table at the Green Fair.
- ii. CM MacDuffee asked what the date of the Green Fair was this year.
- iii. SP FarleyCampbell stated that due to the Easter holiday and Earth Day, the Fair was likely on April 26th.
- iv. SP FarleyCampbell asked what was needed by EMAC for the Green Fair.
- v. CM MacDuffee stated that Teacher's Packets were popular and the Green Fair did not have enough copies. SP FarleyCampbell suggested that they provide disks with the information on them in order to save paper.
- vi. SP FarleyCampbell asked if the coloring materials and children's educational materials were popular. CM MacDuffee and CP Forsythe replied that they were very popular. CP Forsythe mentioned that the kiosk of recyclable materials was popular, but the easel display was not as successful as it could have been due to the setup. CP Forsythe suggested a different setup for the upcoming Green Fair.
- vii. Twombly stated that information not for school teachers or children was not quite as popular.
- viii. Several Committee members suggested that foam board or poster would likely be a better display than the easel because of its size and location.

- **Greener Florence**

- i. SP FarleyCampbell asked if there were any changes to Greener Florence this year. Committee members replied that the arrangements with the Chamber are ready for Greener Florence.
- ii. CP Forsythe and CM MacDuffee stated that Greener Florence was better at a different time of year.
- iii. Twombly stated that he won the Chamber contest this year, but the setup was confusing.
- iv. SP FarleyCampbell confirmed that the April EMAC meeting was the 17th and the Council meeting was the 21st of that month. Council will receive

their packets that Friday, so a blank staff report could be provided for Jacque and the results of the contest inserted after the meeting. Committee members replied that that would work well as the 22nd was Earth Day.

- v. SP FarleyCampbell stated that applications should be in to EMAC no later than the 14th of April. CM MacDuffee confirmed.
- vi. SP FarleyCampbell stated that she is currently attending Chamber meetings and will inform them of the dates. CM MacDuffee stated that she has had a couple of inquiries from people who wanted to apply, but had not let them know yet because of the previous confusion.
- vii. SP FarleyCampbell stated that the owner of the sign business who did work for EMAC in the past has retired. Webb stated that the Shippin Shack purchased the equipment and the previous owner still comes in to assist them.

- **Committee Member Term Expirations**

- SP FarleyCampbell stated that CM MacDuffee, CM Sullivan, and the vacant CM position are expiring this year. She stated that there is one interested person in the vacant position named Stephanie. SP FarleyCampbell stated that she invited her to attend. CM MacDuffee stated that her neighbor is interested as well.
- CP Forsythe stated that a person was interested in taking care of EMAC web content. He inquired as to whether she needed to be a Committee member. SP FarleyCampbell stated that usually people who have been in charge of content have been committee members. SP FarleyCampbell stated that currently there is no mechanism in place to facilitate small-scale volunteerism. CM MacDuffee stated that she volunteers two days a week at the Events Center and has computer access. SP FarleyCampbell stated that she would inquire with staff about the possibility of volunteers assisting the city who are not committee members. But that the committee members would handle the web content.
- CM MacDuffee asked if CM Sullivan was interested in continuing as a Committee Member after his term expired. (CM Sullivan had to leave the meeting early) SP FarleyCampbell stated that previously he was not interested, but the PaintCare issue may inspire him to stay.
- SP FarleyCampbell stated that she and the city did not want to discourage volunteers, but at the moment there was no process at the moment. CM Davidson stated that the City would want to know who was volunteering. CP Forsythe stated that the content manager would only have access to the areas where permission has been granted.
- CM Davidson asked if EMAC could assist the effort to obtain volunteers in any way. SP FarleyCampbell replied that she did not need assistance at this time.
- SP FarleyCampbell stated that volunteers are covered under Workman's Compensation and one of the problems is that the City would need to figure out how that process would work and cost. SP FarleyCampbell stated that currently Parks Volunteers are covered under Workman's Compensation while volunteering and thusly, their hours are tracked by Assistant Finance Manager Hilary Thompson..

- **Meeting Dates/Times**

- SP FarleyCampbell thanked CM MacDuffee for correcting the meeting date for this week.

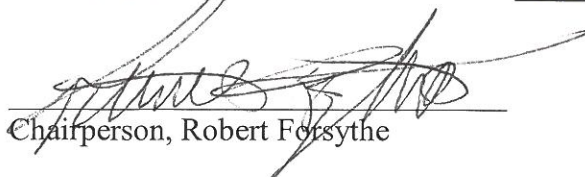
- SP FarleyCampbell asked if the committee would like to meet monthly until the April Green Fair. The Committee replied that they still felt that this schedule would be best until April and possibly every other month after that until Black and White in August.
- **Miscellaneous**
 - SP FarleyCampbell stated that she will bring the form and evaluation criteria as well as what is available for the Green Fair to the next meeting.
 - Twombly asked if PWD Miller was already purchasing a table for EMAC. (PW Miller left the meeting early) SP FarleyCampbell replied that he was and it comes out of the Public Works budget. Twombly stated that he would have sponsored the table as he did not want to have his own. Twombly did not feel that having his own table at the Green Fair was not impactful when talking about curbside recycling, and would rather sponsor a table that had a greater impact. The people who attend the Green Fair already are aware of curbside recycling and the Central Coast Disposal table does not have a major impact.
 - SP FarleyCampbell informed the Committee of the Rhody Express Ride Free Day sponsorship program.
 - Twombly offered to pay for another organization's table if anyone knew of an organization that needed one in exchange for a sign on the back of the table. CM MacDuffee suggested that Washed Ashore would possibly like to attend the Green Fair.
 - CM MacDuffee asked SP FarleyCampbell if she knew if Washed Ashore was coming to the Green Fair. SP FarleyCampbell specified that she was not sure. FarleyCampbell stated that the Washed Ashore public relations representative offered EMAC a tour and workshop at their facility in Bandon. CM MacDuffee was not sure how long they would be in Bandon, but Washed Ashore was attempting to complete a number of projects before the end of the year.
 - Twombly reported that the Washed Ashore volunteer clean-up event was affected by the large storm. Cancelling the event and rescheduling resulted in a loss of volunteers.

Next Meeting: Thursday, January 16th 2PM

Adjourn

CM MacDuffee moved to adjourn the meeting at 3:06; second by CM Bessey, by voice all ayes, motion carried unanimously.

APPROVED BY THE EMAC ON THE 20 DAY OF FEBRUARY, 2013. 4


Chairperson, Robert Forsythe


Date