



MASON COUNTY
PUBLIC WORKS DEPARTMENT
Shelton, Washington 98584

MEETING MINUTES

Mason County SWAC Meeting Minutes
June 4, 2015

Attendees: Brian Matthews, Erika Schwender, Rik Frederickson, Sheena Kaas, Eric Nelson, Scott Wilson and Delroy Cox.

1. The meeting was called to order by Erika Schwender at 10:05 a.m. The meeting was recorded. Roll call was taken as well as a sign up sheet was passed around for members and guests.
2. There were no public comments.
3. Minutes drafted by Eric Nelson were approved by the members present. Due to lack of a quorum there was a motion to continue approval of the May 21, 2015 minutes until the next meeting.
4. Business Agenda:
 - 4.1. The Members discussed the process and format to follow drafting the update of the plan. After some discussion the decision was to follow the Grays Harbor Plan as a guideline.
 - 4.2. Erika Schwender Reported she was unable make contact with David Minor regarding a draft revision. Erika said she would keep trying to reach him. Erika noted David's term is up in July and wants to see if he is interested signing up for another term.
 - 4.3. Brian Matthews presented and discussed a draft chart of Milestones for the SWAC Comprehensive Plan Update. The draft projected the process will start with June 2015 and completion in July of 2016.
 - 4.4. Brian stated that he will present a rough copy of the current solid waste budget for the next meeting for review. He is working on reviewing rates and putting together a capital facilities plan.
 - 4.5. Other issues discussed:
 - 4.5.1. The importance of having correct and up to date information in order to update the plan. Brian is in the process of compiling the tonnages and volumes coming from each area serviced.
 - 4.5.2. The County Commissioner have requested the SWAC look at the possibility of privatizing the County solid waste transfer station facilities and the operation of those facilities. It was discussed the current county facilities need to be evaluated before a comparison could be made. Brian Matthews is in the process of doing a capital facilities projection.
 - 4.5.3. The committee discussed the need for the plan to address all regulation and requirements. Eric Nelson requested we get input from the Department of Ecology for a current list of Regulation's, WAC's and RCW's for implementing the Plan. Erika was going to follow through.
 - 4.5.4. The importance of the Plan addressing a clear understanding regarding enforcement and permitting was discussed. The responsibility of enforcement is to be administered by Environmental Health. It was noted the importance for a member of Environmental Health Department to attend the SWAC Meetings.
5. Other items:
 - 5.1. Eric Nelson requested we need to reach out for input from all other entities, business and all other interested parties. Erika Schwender will try to get the message out. Erika will send out a request to the City of Shelton and other communities.

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- 5.2. Sheena Kaas suggested the committee compare the Goals in the Grays Harbor Plan to the Mason county Plan. Sheena said she would provide the Tribes Goals for reference. Brian Matthews said he would provide a comparison of Grays Harbor and Mason SWMP for committee review.
- 5.3. Erika Schwender reminded everyone to use the Grays Harbor Plan format following the D.O.E CSWMP Guidelines.
6. Next meeting action items:
 - 6.1. Compare Goals between Grays Harbor and Mason County Plans.
 - 6.2. Review By-Laws
 - 6.3. Be prepared to discuss Chapters 1 and 2.
7. Next meet June 18, 2015 at 10:00 a.m. Location Public Works Bld.
 - 7.1. Meeting adjourned at 11:35 a.m.

Submitted by: Delroy Cox, 6/12/2015