



## **KITSAP COUNTY SOLID WASTE ADVISORY COMMITTEE**

**Meeting held at:**

**8600 SW Imperial Way, Bremerton, WA  
Virtual on Zoom**

**April 5, 2023 - 4:00 p.m.**

### **AGENDA**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**CORRESPONDENCE**

**Welcome new SWAC member for Commissioner District 3 – Krisha Begalla**

**Election of Officers – postponed from February meeting**

#### **KCPW**

1. Status of ILA between planning agencies – Chris Piercy
2. Presentation: Solid Waste Planning Requirements and Committee Expectations – Olivia Carros (Ecology) and Chris Piercy
3. Capital Projects – NKSC, SRAGF – Chris Piercy
4. General Program Updates – KCPW staff
  - a. Olalla/Hansville incidents
  - b. Tonnage/transaction trends
  - c. Collection events - [link](#)
  - d. Clean Kitsap in the news – [link to story](#)

**ROUND TABLE DISCUSSION**

**PUBLIC COMMENTS**



**SOLID WASTE ADVISORY COMMITTEE (SWAC)  
MEETING MINUTES  
April 5, 2023**

**Those Present:** Regional/Cities: City of Bainbridge Island – Diane Landry, City of Bremerton – Melinda Monroe, City of Poulsbo – Shannon Wood, North Kitsap – Douglas Chamberlain, Central Kitsap – Krisha Begalla,; Commercial: Bill Rich; Industry: Waste Management – Laura Moser, Bainbridge Disposal – Heather Church; NAVFAC – Christina Duggar; Port Gamble S’Klallam Tribe – Josh Carter

KCPW SWD: Chris Piercy, Barbara Bricker, Tamara Krueger, Rick Gilbert, Mark Schlack

KPHD: Steve Brown

Ecology: Olivia Carros

**Those Absent:** City of Port Orchard – Stephanie Bailey, South Kitsap – Eric Lenius  
Agriculture: Erika Anderson; Suquamish Tribe – Jaime Lawrence

**APPROVAL OF AGENDA**

Agenda approved as presented.

**APPROVAL OF THE MINUTES**

February 1, 2023, Minutes approved as presented.

**CORRESPONDENCE**

No correspondence

**KCPW**

Chris introduced new Central Kitsap SWAC representative Krisha Begalla.

**Officer Elections** – Stephanie Bailey was nominated for chairperson and the vote was unanimous for her to continue as SWAC chairperson.

Eric Lenius was nominated as co-chairperson. Eric was absent at this meeting so Chris Piercy will confirm with Eric that he is amenable to taking the position. If Eric is amenable Barbara will send a vote out by email.

### **Status of Interlocal Agreement (ILA) between planning agencies – Chris Piercy**

The ILA is in process for the Kitsap County Public Works Director to sign. It will be routed to the cities and the Suquamish, and Port Gamble S'Klallam Tribes for signatures. If it is ready, in early May, it will be presented to the Kitsap County Board of Commissioners for signature.

*An interlocal agreement is a contract between local government agencies that unites them under terms and conditions to achieve a common goal. The contract states who the agencies are, what their role in the partnership is, and what the overall goal of the project is. It also includes important details about deadlines, milestones, and more.*

### **Solid Waste Planning Requirements and Committee Expectations Presented by – Olivia Carros (Ecology) and Chris Piercy – Presentation Attached**

Olivia and Chris explained the role SWAC will have and the requirements to be met in executing the Solid and Hazardous Waste Comprehensive Plan (SHWMP) over the next year.

Chris recommended SWAC members to review the Executive Summary and Glossary of Terms in their 2018 copies of the SHWMP.

Ecology will help guide the process with SWAC in developing the comp plan. Ecology has resources through their Box Library available online for SWAC members to use for references and examples. Email Olivia at [Olivia.Carros@ecy.wa.gov](mailto:Olivia.Carros@ecy.wa.gov) for help with setting up a login to the Box program [Box — Secure Cloud Content Management, Workflow, and Collaboration](#)

The Solid Waste Division is hiring a consultant to help with the writing of the plan.

Chris presented the timeline to SWAC. They will meet monthly from August 2023 to February 2024 it is a yearlong process to complete the plan.

Chris reviewed successes and misses of the 2018 SHWMP.

There were no questions after the presentation.

### **Capital Project Updates – Chris Piercy**

The Olympic View Transfer Station (OVTS) master plan improvements include reconfiguring and upgrading traffic flow, increasing rail capacity, adding a second compactor, and improving the stormwater collection system.

Silverdale Recycle and Garbage Facility (SRAGF) – Improvements will include better access to the facility, new cashier/attendant's booth, thirty three percent additional MSW capacity by adding a fourth shed, better system for HHW items collected and a more accessible, covered recycling collection area.

North Kitsap Service Center (NKSC) is progressing to final planning stage with possible completion in late 2024. Located near the intersection of Bond and Gunderson, the facility will house the North Kitsap Household Hazardous Waste collection and North Road Shop.

### **General Program Updates –**

Olalla/Hansville incidents – There have been some incidents at the facilities. Olalla had a break in of the attendant's booth and the facility was closed a couple of days for repairs. At Hansville a vehicle rammed the gate causing significant damage.

There are some collection events upcoming - [link](#)

Clean Kitsap in the news – [link to story](#)

### **ROUND TABLE DISCUSSION**

Diane Landry – The ordinance Bainbridge passed for businesses to use compostable disposables was to start at the beginning of 2023 but has now been delayed for six months to give businesses a chance to use up previously ordered supplies and procure compliant supplies.

Shannon Woods – The HHW collection event will be at the Poulsbo Public Works, June 24.

Bill Rich – Kitsap Transit finished their first electrification of buses project. Purchased six portable chargers for a total of eighteen. Also getting 24 propane zero emissions buses in May.

Josh Carter – For the next couple of weeks the S'Klallam Tribe will be sampling at the Hansville Landfill.

Steve Brown – Kitsap Health District is promoting that they will pick up illegally dumped sharps around Kitsap County. They picked up over 5000 sharps last week.

Olivia Carros – The Local Solid Waste Financial Assistance Grant applications accepted April 11 to May 9. Recycling coordinators meeting April 27. Ecology will be helping with the Washington State Recycling Conference in May.

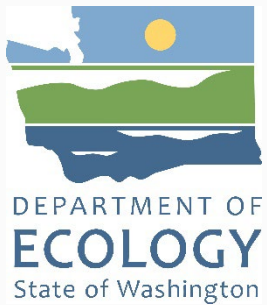
Chris Piercy – June 6 is National Secure Your Load Day and Caitlin is partnering with the Leadership Kitsap program to make a video for release on social media.

### **ADJOURNMENT**

There being no further business the meeting adjourned at 5:54

### **NEXT MEETING**

The next meeting is tentatively scheduled for June 7, 2023



# Kitsap County Plan Update Guidance

Olivia Carros, Department of Ecology

April 5, 2023

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# Starting the Plan Update

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- Coordinate with the local SWAC, Ecology, elected officials, and other interested parties, such as haulers, tribes, recyclers, and various other businesses and individuals not on the SWAC
- Define the planning area
- Develop inter local agreements
- Clearly identify responsibilities (or lack thereof) of participating municipalities





# Role of the SWAC

## Chapter 70A.205 RCW

### Section Authorizing SWACs: [70A.205.110](#)

“(3) Each county shall establish a local solid waste advisory committee to assist in the development of programs and policies concerning solid waste handling and disposal and to review and comment upon proposed rules, policies, or ordinances prior to their adoption. Such committees shall consist of a minimum of nine members and shall represent a balance of interests including, but not limited to, citizens, public interest groups, business, the waste management industry, agriculture, and local elected public officials. The members shall be appointed by the county legislative authority. A county or city shall not apply for funds from the state and local improvements revolving account, Waste Disposal Facilities, 1980, under RCW [43.83.350](#), for the preparation, update, or major amendment of a comprehensive solid waste management plan unless the plan or revision has been prepared with the active assistance and participation of a local solid waste advisory committee.”

# Role of the SWAC

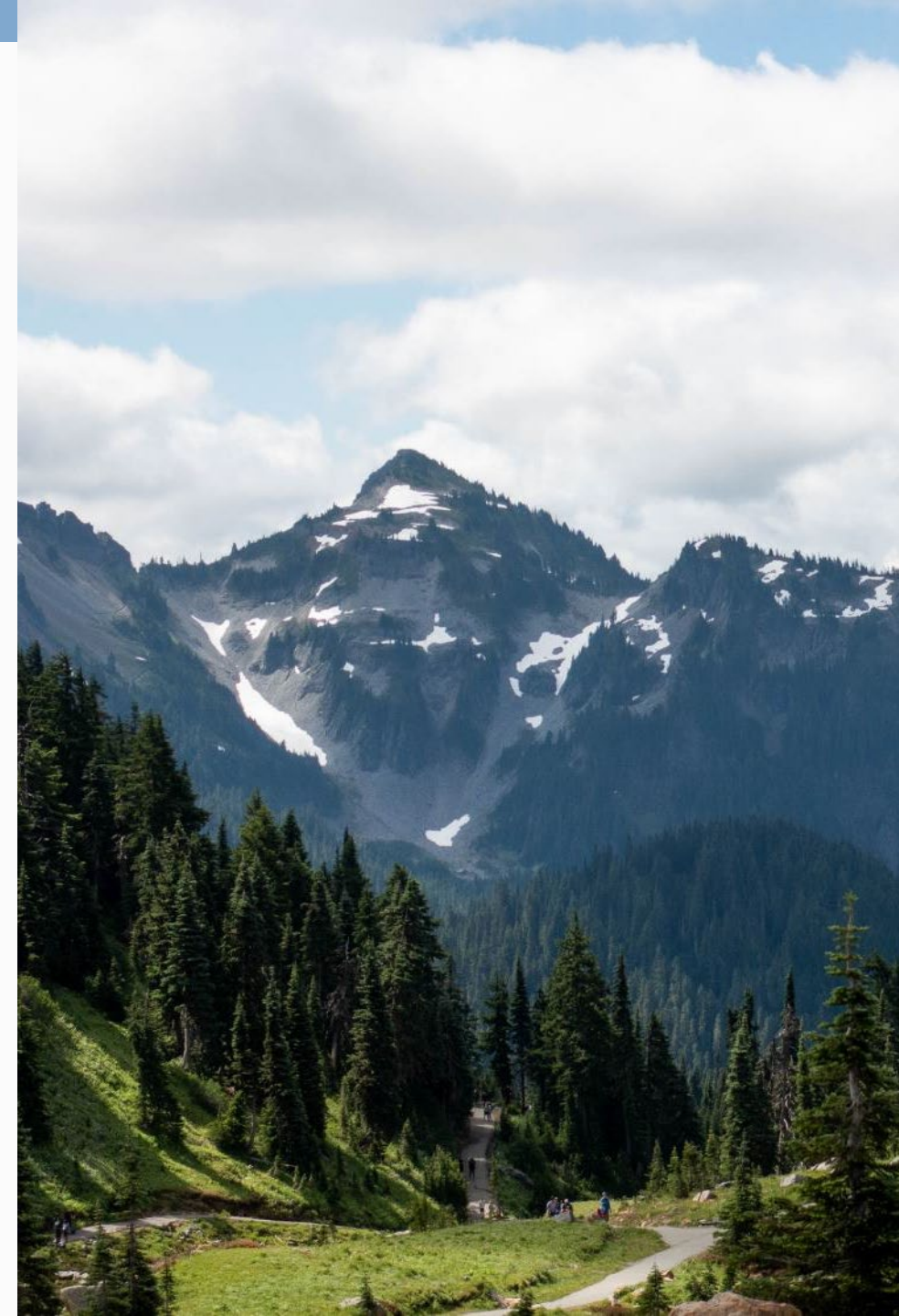
- On-going, not ad hoc
- Advisory to County Commissioners
- Appointed by County Commissioners
- Form to “assist in the development of programs and policies concerning solid waste handling and disposal and to review and comment upon proposed rules, policies, or ordinances prior to their adoption.”

# Role of the SWAC

- Talk with your community
- Provide the public with adequate notice of SWAC meetings, post minutes in a timely manner
- Provide informed advice to the county
  - Can be helpful to be familiar with:
    - Interlocal Agreements
    - Ecology Guidelines for both SW and Haz Waste plans
    - Rate studies (others' too)
    - Other county plans (Pierce and Mason are good; tailor to your needs)
    - Kitsap County minimum service level ordinance (Chapter 9.48 Residential Recycling Collection)

# Role of Ecology Planner

- Comment on Plan as developed through informal review
- Assist in researching alternatives/provide technical assistance
- Ensure Plan meets requirements of the Solid and Hazardous Waste Management Plan Guidelines, and RCW.
- Liaison to UTC and WSDA



# General Planning Timeline

1

Prepare Preliminary Draft and submit to Ecology for formal comment

2

Ecology has 120 days to comment. Ecology submits Plan to UTC and WSDA, and they have 45 days to comment.

3

Hold public comment meeting(s) on Preliminary Draft (can be concurrent with Ecology review)

4

Prepare Final Draft Plan. Review WRR element with SWAC.

# General Planning Timeline cont'd.

4

Local jurisdictions adopt Final Draft via Resolution of Adoption from all participating cities, other entities (if required), and County Council.

5

Submit Final Draft to Ecology. Ecology has 45 days to review and approve.

6

Once a Letter of Acceptance is issued by Ecology, the plan may be considered Final.

7

Implement Plan. Periodic Plan Check-ups with SWAC.

## Checklist of Required Planning Elements

- RCW 70A.205.045
- Found in Appendix K of current 2010 Planning Guidelines
- Checklist includes items, such as:
  - Six year capital and acquisition projection
  - List of designated recyclables
  - Description of markets for recyclables
  - Waste reduction and source separation strategies
  - 20-year solid waste handling projection (facility needs)



## Organics Management Law



### *Required Elements in Plan*

- Organics Management Law (HB 1799)
  - State Targets and OM Collection Requirements
  - Organics Materials Management Facility Siting
    - WA Health Disparities Map
- Strategies to inform residents about the value of compost and how Kitsap County uses compost in its operations

### *Recommended Elements*

- Review [minimal service level ordinance](#) (Chapter 9.48) for curbside recycling and organics
- Market development activity related to CPO reporting



# General Recommendations from Ecology

- Executive Summary
- Glossary of Terms
- Acronyms and Abbreviations
- Relationship to other Plans
- Periodic Plan check-up in Implementation Plan
  - Annual SWAC review
  - Plan Check-Up Guidance/Checklist available



# General Recommendations from Ecology

- Vision and Goals
  - Kitsap Climate Assessment
  - WA State SW & HW Plan
  - Ecology's sustainability, equity and climate goals
- Regional Approach
  - In CROP, aligning recycling programs within the same region since they share the same MRF (Pierce, King, Grays Harbor)



# Data Specific Recommendations

- 2018 Waste Generation Data
- 2020-2021 WA State Waste Characterization Study
- 2021 State Solid and Hazardous Waste Plan
- Use Food Well Washington Plan
- Local Recycling Program Survey (on BOX)
- Ecology provides Haz Waste Inventory data and map



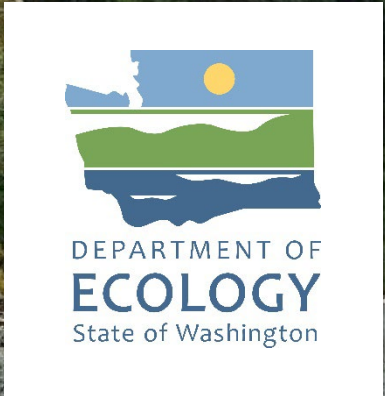
# EJ-Specific Recommendations

- Equity and environmental justice considerations
  - EJSCREEN tool, WA Health Disparities Map
  - Translation
  - Accessibility / Plain Talk
- Early inclusion of tribes in Kitsap County – Suquamish and Port Gamble S’Klallam (Guidance and example language available)
  - Land acknowledgement
  - Tribal history and current state
  - Tribal SW programs
  - Collaboration and coordination with tribes

# Ecology Resources

- We are here to help!
- Box Library
  - Sample Designated Recyclables Lists
  - ILA Examples
  - Education and Outreach Program Examples
  - Resolutions of Adoption Examples
  - Planning for Sea Level Rise
  - Environmental Justice Language Examples
  - All approved Plans in one central location
  - Organics Management related guidance





# Thank you!

Olivia Carros

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