

**Minutes of the Veneta City Council  
Work Session  
August 27, 2012**

Present: Mayor Sandra Larson, Brittany Boothe, Tim Brooker, Thomas Cotter, and Marion Esty

Others: Ric Ingham, City Administrator; Kay Bork Associate Planner; Chris Workman, City Recorder/Human Resources and Risk Management Administrator; Darci Henneman, Assistant City Recorder; and Michelle Ossowski, Fern Ridge Review

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Mayor Sandra Larson called the Work Session of the Veneta City Council to order at 6:00 p.m.

**1. REQUEST FOR PROPOSAL PROCESS AND CONSIDERATIONS FOR WASTE COLLECTION SERVICE**

Chris reviewed his memo and asked the Council members if they had any questions:

In response to a question from Thomas Cotter, Ric said Senate Bill 66 requires a City our size provides a minimum of three of the nine services and the Department of Environmental Quality (DEQ) allows cities to determine what specific services they wish to provide its residents.

Chris said cities with greater populations would be required to fulfill more of the elements. Veneta only is required to provide three; however, Sanipac currently provides six services.

In response to questions from Tim Brooker, Chris said Sanipac does not provide hazardous waste collection. Chris said other cities may provide services other than what we provide.

Ric said the City provides an annual cleanup which includes disposal of some hazardous materials.

In response to questions from Brittany Boothe, Chris said whether or not the Council members decide to have multiple franchisees or grant business licenses, the current high standard would still be used as criteria. Chris said the City reports to DEQ annually.

In response to a question from Brittany Boothe, Ric said 50% of the franchise fee goes to roadside maintenance and 50% goes into the general fund.

Ric said as we pursue an RFP, certain questions needs to be zeroed in on, but staff may not be able to answer all of those questions. He suggested having another work session on September 10<sup>th</sup> and then staff would work from there to bring a final RFP document to the Council at the September 24<sup>th</sup> meeting.

In response to a question from Thomas Cotter, Ric said if the Council preferred to issue licenses, then whoever meets the license criteria will still be required to follow the RFP process.

In response to a question from Mayor Larson, Thomas Cotter said if we had four or five haulers that qualified to operate within the City the Council could limit the number of licenses issued.

In response to a question from Brittany Boothe, Ric said as we review the checklist, it may come up that many providers may not want to provide all six recycling services. If we really want entities to

come in and pick and choose what they want to provide, then it changes everything including the number of licenses that would be issued. He said licenses could be issued for specific services, i.e. large trash bins, residential garbage service, commercial, etc.

Ric said Chris did a nice job of walking the Council through his materials. He said Council members were provided the rate structure as well as sufficient information to make an informed decision.

Sandra Larson said Chris's materials were very helpful and provided information that she didn't think of.

In response to a question from Sandra Larson, Chris said staff hasn't been able to locate a copy of the previous garbage RFP used by the City.

Thomas Cotter said there were only two or three operators at that time.

Tim Brooker said currently the ordinance addresses a franchise, so depending on the decision made, the ordinance may need to be rewritten prior to the enactment date in January, 2013.

Mayor Larson said the Council's task is to determine what the RFP should consist of and whether or not it should request respondents to bid for the entire franchise or provide specific services. She said she is not aware of any problems with the current services.

Kyle said he would be the contact person at City Hall for customer complaints and he has received very few over the last several years, one of which was about a leaky truck.

Thomas Cotter said he doesn't feel the City should accept any less service than what the City is currently receiving. He would rather see more services added than accepting less.

Brittany Boothe said she wouldn't want to subtract items from the level of service either, but also wouldn't want to exclude a provider just because it may not be able to provide the same level of services.

Marion Esty said the agency we have is reasonably satisfactory but maybe a few more services could be added that the current hauler isn't able to provide. She said it may be realistic to add another hauler and over a few years we may like that service better. She said we won't know unless we try it.

Thomas Cotter felt the RFP should include specific criteria to be met.

Tim Brooker said we need clarification on what services residents receive and what they expect. He agreed recycling depots should not be placed throughout the City. He said some people question whether the current franchise is meeting the City's waste reduction guidelines.

Brittany Boothe said issuing licenses to two providers would give residents a choice and an opportunity to direct where they want their money to go. She said including that in the RFP process would eliminate the smaller provider.

Thomas Cotter said we're not eliminating anyone if we set the standard at what our residents are currently getting. He said allowing haulers to provide fewer services doesn't do residents any good.

He said it's up to the provider to decide what it wants to provide and a hauler who can only provide a portion of the current services we're receiving would not be eliminated from the RFP process. He asked why the Council would choose fewer services than the City's currently receiving.

In response to a question from Mayor Larson, Tim Brooker said Council members could make the six services a minimum requirement, but it would be up to the Council to evaluate the criteria.

In response to a question from Tim Brooker, Brittany Boothe said she would rather support a local Fern Ridge business and felt residents should have a choice. She suggested that requiring six of the nine services may eliminate smaller providers.

Ric said at this point it sounds like the Council wants staff to draft an RFP. It would also be helpful if Council members could select the first three or four Senate bill 66 items the Council wants included in the RFP. Staff will also bring the evaluation criteria back at a follow-up work session. He said of those six services, a consensus of three or four should be included in the draft RFP.

In response to a question from Sandra Larson, Chris said Senate Bill 66 requires source separated pickup be on a weekly basis. Currently Sanipac provides a larger container for biweekly source separating.

Ric suggested a work session be planned for September 10<sup>th</sup> to discuss this issue further.

**2. OPTIONS FOR WALDO HUNTER RECOGNITION**

This item was postponed until September 10, 2012 due to time constraints.

**3. ADJOURN**

Mayor Sandra Larson adjourned the Work Session of the Veneta City Council at 7:03 p.m.

  
Sandra Larson, Mayor Pro Tem

ATTEST:

  
Darci Henneman, Assistant City Recorder  
(Minutes prepared by DHenneman)