



DATE: March 11, 2021
TO: Washington County Solid Waste Advisory Committee
FROM: Kathy Folsom, Senior Policy Coordinator
RE: Proposed Solid Waste Advisory Committee Bylaws

Background and summary

The Washington County Board of Commissioners (Board) has adopted proposed revisions to Washington County Code Chapters 8.04 and 8.08 that pertain to the Solid Waste Advisory Committee (Committee). The proposed code revisions regarding membership and other topics are also implemented through the Committee bylaws. The Committee bylaws were last reviewed in 2012 and need to be updated to reflect the revised code and other details.

Discussion

Staff has developed draft bylaws that would govern the operation of the Committee. The proposed bylaws address topics including the purpose, membership, officers, meetings, rules of order, the relationship of the Committee to the Board and staff, and additional changes (see Exhibit A).

Proposed bylaws include topics related to:

- Committee name
- Membership
- Term limits
- Public/industry member configuration
- Voting responsibilities
- Designation of an annual meeting for training/ongoing education
- Additional duties related to the Solid Waste Disposal Code (Washington County Code Chapter 8.08)

Board Action

On March 2, 2021, the Board approved A-Engrossed Ordinance No. 871 – an ordinance amending Washington County Code Chapter 8.04 Solid Waste Control, relating to the Solid Waste Advisory Committee, effective 30 days after adoption.

A-Engrossed Ordinance No. 871 includes the following changes related to the Solid Waste Advisory Committee:

- Adds language to clarify the purpose of the Committee.
- Changes the name of the Committee to “Garbage and Recycling Advisory Committee.”
- Increases the number of public member positions from six to eight.

- Reduces the number of solid waste industry member positions from three to one.
- Retains the solid waste industry member position as a voting member.
- Retains the Health and Human Services member position as a non-voting member.
- Changes the membership term from five years to four years.
- Adds term limits to provide no more than two successive terms of membership.
- Ensures that the recruitment and selection process incorporates equity considerations and is open to all segments of the community.
- Amend the duties of the Committee to remove more technical terminology and align with its purpose.

Additionally, the following provision regarding Committee bylaws has been added to Washington County Code Chapter 8.04:

Washington County Code 8.04.075 – Bylaws

The department of health and human services and the advisory committee shall develop bylaws governing the administration and duties of the garbage and recycling advisory committee. The board shall review the proposed bylaws and approve or revise and adopt them.

Next Steps

Staff intends to bring the proposed Committee bylaws to a future Board work session, likely in April. The Board will then review, revise if needed, and act on the proposed bylaws.

Staff Recommendation

Staff recommends that the Solid Waste Advisory Committee favorably recommend to the Washington County Board of Commissioners that the proposed Committee bylaws be adopted.

Exhibit:

Exhibit A – Proposed Committee Bylaws