

# LOPEZ SOLID WASTE DISPOSAL DISTRICT SPECIAL MANAGING BOARD MEETING

## MINUTES

THURSDAY, June 2, 2016

LSWDD FACILITY

9:00 AM to 10:00 AM

Approved at 6/16/16 Board Meeting

Board members present: Sandy Bishop, Bruce Creps, Judy Meyer, Jim Lombard, Dan Post, David Williams

Board member absent: Tytti Langford

Others present: Facilities Manager David Zapalac

1. Sandy called the meeting to order at 9:03 AM, noting no changes to agenda.
2. Continued discussion of scope of work and parking situation:

Dan reported that Mark Herrenkohl is working with the county attorney and will be responsible for presenting the scope of work to County Council for their approval. Dan circulated the revised version of the scope of work (attached as Appendix 1) prior to this meeting. Jim noted that what we should be installing is a base drain, not a curtain drain. Phase 3 was eliminated from the scope because the county did not want the scope running that long, and they are not willing to be responsible for providing a hard surface at that location. We discussed that OPS would be responsible for working with Mark on the permits; however, if OPS decides it will be too much work, they should hire someone to do it. We discussed whether we wanted to change the dates of parking closure. One suggestion was changing it to July 18. Another suggestion was making the last Wednesday July 6, the first Friday July 15, and closing the road on August 1 with more effort directed to informing the public, including handing out flyers. After each board member offered his/her opinion on these options, **Dan moved that we accept the current version of the scope of work after substituting base drain for curtain drain in the document.** Bruce offered a friendly amendment that the date be changed to July 15. The amendment was not accepted. **The motion passed, with 4 yes and 2 no (Bruce and Jim) votes.**

We then discussed the ad and article for the newspaper. **Judy moved that we submit the article and ad as written, but take out the names of board members, and that we distribute flyers advertising the changes in days of**

**operation and parking.** Sandy objected to distributing flyers, and Jim wanted a longer article with more explanation of what we have done and why we are making these changes. **The motion passed with 4 yes and 2 no (Sandy and Jim) votes.** Sandy agreed to get the ad and article to the paper by today's deadline, and Judy agreed to post material on Lopez Rocks.

Meeting was adjourned at 10:04 a.m. Next regular board meeting is June 16, 2016.

Respectfully submitted,

Judy Meyer,  
Secretary  
[judym@lopezsolidwaste.org](mailto:judym@lopezsolidwaste.org)

## **Appendix 1**

### **SCOPE OF WORK** **Parking and Site Reconfiguration**

#### **An Amendment of the Interlocal Agreement (No. 13CC.001) Between San Juan County and Lopez Solid Waste Disposal District** **June 1, 2016**

Lopez Solid Waste Disposal District (LSWDD) and San Juan County Public Works (SJC Public Works) agree to collaborate on a parking and site reconfiguration plan with the shared goal of removing parking from both sides of Fisherman Bay Road. It is acknowledged that this planned parking and site reconfiguration will bring significant resolution to the long-standing roadway congestion in front of the facility at 2419 Fisherman Bay Road. The success of these parking changes will be reviewed from time to time, and parties shall collaborate on future solutions if and when they determine it to be necessary.

Both parties agree to the Two-Phase project as outlined below.

#### **❖ PHASE I - LSWDD responsibilities prior to June 21, 2016:**

- 1. Complete all paving of the lower lot (garbage and TIOLI area) and stripe and stop up to 9 (nine) additional parking spaces east of the Z wall.
- 2. After upper lot area is prepared and prior to striping lower parking spots (see above), move both boxes to upper lot.
- 3. Spray paint arrows pointing to the exit gate pointing west to help people better understand this is one-way traffic only.
- 4. Install a second stop sign at the bottom of the hill (south) just prior to TIOLI access.
- 5. Excavate less than 100 cy of soil from upper lot hillside to the south portion of the site. Soils shall be deposited off site. LSWDD shall either transport soils to the former Port Stanley landfill with the

permission from Public Works, hereby granted, or to another off-site location, whichever LSWDD deems most cost effective. LSWDD shall create a flat surface for parking of both cars and boxes. Install curtain drain and set ecology blocks. Due to the necessary removal of more than 100 cy of soil removal, it is acknowledged that Phase II of this agreement shall complete the job (see below).

- 6. Remove ecology blocks from old battery and crushed glass storage, for reuse.
- 7. On or before June 9, notify customers of change of business days – Friday through Sunday – and new parking arrangements using standard local media and following LSWDD procedures.

❖ **PHASE I - SJC Public Works responsibilities prior to June 21, 2016:**

- 1. Give permission to LSWDD, hereby granted, to a) modify the east end of upper lot per discussion with SJC Solid Waste Program Administrator Mark Herrenkohl at the LSWDD board meeting of May 19, 2016; this involves excavating and removing soils, grading, placing ecology blocks, installing rock adequate to support a durable road bed, and installing a curtain drain; and b) use designated parking spaces between the two Public Works shop buildings, on days when the Public Works shop is not in operation. Complete any changes necessary in the ILA with LSWDD.
- 2. Supply LSWDD with up to 36 ecology blocks, up to eight inches of gravel/rock for both curtain drain and surface.
- 3. Create barriers and set up parking for use by LSWDD customers between PW buildings to the south of LSWDD site.
- 4. Torch down stripes for LSWDD customers in front of PW shop.
- 5. Place NO PARKING signage on both sides of Fisherman Bay Road and coordinate the schedule for roadside parking closure with LSWDD.
- 6. Issue adequate notices about the timing of the road closure.

❖ **PHASE II - LSWDD responsibilities prior to October 31, 2016:**

- 1. LSWDD shall apply for and receive both the SEPA exemption and grading permit for the removal of more than 200 cy of soil from upper lot hillside. Both the grading permit and SEPA exemption shall be issued by the County prior to September 15, 2016, so LSWDD can complete the necessary excavation work prior to October 31.
- 2. Excavate the remaining upper lot, which will remove more than 200 cy of soil total from upper lot hillside. Soils shall be deposited off site. LSWDD shall either transport soils to the former Port Stanley landfill with the permission from Public Works, hereby granted, or to another off-site location, whichever LSWDD deems most cost effective. LSWDD shall create a flat surface for parking of both cars and boxes. Install curtain drain and set ecology blocks.
- 3. Supply labor and equipment for installing three sets of concrete pads, per attached specifications.

❖ **PHASE II - SJC Public Works responsibilities prior to October 31, 2016:**

- 1. SJC public Works shall assist LSWDD with applying for the SEPA exemption and grading permit as described above. Both the grading permit and SEPA exemption shall be issued by the County prior to September 15, 2016 so that LSWDD can complete the necessary work prior to October 31.
- 2. Supply concrete and other materials for LSWDD to install three sets of concrete pads, per attached specifications.