

**Minutes**  
**Loudon County Solid Waste Disposal Commission**  
**August 14, 2012**

The Loudon County Solid Waste Disposal Commission (Commission) met on August 14, 2012 at 6:30 p.m., at the Loudon County Courthouse Annex. The Commission was represented by Steve Field, Jim Akins, Ted Sitzlar, and Bill Waldrop. Other attendees included Attorney Bud Gilbert, Santek representatives Cheryl Dunson and Levi Higdon, Gordon Harless with Loudon County, Aileen Longmire, Pat Hunter, and an unidentified resident.

Mr. Field called the meeting to order at 6:30 p.m.

During the Items of Public Concern, Ms. Longmire questioned Mr. Field about when she would receive the changes to the Commissioners' manuals. Mr. Field said, as soon as Mr. Gilbert has completed the changes she would receive copies. He suggested to Ms. Longmire that she copy the contents of his manual and requested that she return the book to him. Mr. Longmire said she would return the manual when she receives copies of the changes from Mr. Gilbert.

Ms. Dunson presented the Cash Activity Reports for June and July. The June report contained the Trustee Commission and Interest Received which was not contained in the original report.

During Santek's Operations Report, Mr. Field asked Ms. Dunson if she would compose a spreadsheet summary of the new quarterly waste origin report.

During the Attorney's Report, Mr. Gilbert distributed copies of the Commission's contact information. He also distributed a list of potential bidders for the Request for Proposals (RFP) for the Third-Party Financial Assessment & Compliance Evaluation of the Matlock Bend Landfill. He then distributed a draft copy of the RFP. Mr. Gilbert said he removed the word "compliance" from the document and replaced it with the word "review." He also said he revised the RFP's timetable.

Mr. Waldrop asked how the Commission would evaluate the proposals. Mr. Gilbert suggested several options that included individual evaluation from home with discussion in a formal meeting, appointing a committee comprised of Commissioners, or appointing a committee comprised of one Commissioner and other local representatives. Mr. Field recommended the creation of criteria to help prioritize proposals which he will work on with Mr. Gilbert. Mr. Field also suggested limiting the term of the compliance history to the start of the new contract with Santek. After lengthy discussion, Commission agreed to a minimum of three years of history and recommendations.

**MOTION:** Mr. Waldrop made a motion to accept the draft RFP. Mr. Watkins seconded the motion and it passed unanimously.

Mr. Gilbert distributed a draft charter for the Master Plan Advisory Committee. Mr. Field asked if it would be appropriate to approve the plan and then make committee appointments. He also suggested asking Ms. Kim Raia with the Tennessee Municipal Technical Advisory Service to help the Commission complete the charter. Mr. Waldrop suggested asking Loudon County Planner, Russ Newman, to participate on the committee. Ms. Raia and Mr. Newman are expected to attend the Commission's September meeting.

Mr. Field informed the Commission the fifth-Thursday meeting with the landfill's stakeholders was cancelled due to logistics. Loudon County Mayor Estelle Herron recommended holding the meeting at the Loudon County Commission's workshop in October, at which time the other stakeholders will be invited.

Mr. Field reported he received a letter from the Tennessee Department of Environment and Conservation (TDEC) regarding the county's failure to meet the state's 25-percent waste reduction goal. He said Matt Maynard from TDEC will be traveling to Loudon to meet with Mayor Herron, Mr. Harless, and Mr. Field to complete a qualitative evaluation of the recycling figures, rather than a quantitative evaluation. Mr. Field said the inability to meet the waste reduction goal may be attributable to Loudon County's heavy industrial base and not being able to contact all of the entities in the county that recycle. Mr. Harless stressed it was the solid waste district's inability to meet the goal rather than the county's.

Mr. Field said he sent the files he received from Santek for the viewshed analysis to Ms. Raia, who will have a draft document prepared for the Commission's review at its next meeting.

**MOTION:** Mr. Akins made a motion to adjourn the meeting at 8:50 p.m. and Mr. Waldrop seconded the motion. The motion passed unanimously.

The Commission's next regularly scheduled meeting is September 11, 2012 at 6:30 p.m., at the Courthouse Annex.

Respectfully submitted,



Steve Field, Chairman  
Loudon County Solid Waste Disposal Commission