

**MINUTES**  
**LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION**  
**JULY 13, 2021**

The Loudon County Solid Waste Disposal Commission met on July 13<sup>th</sup>, 2021 at 6:30 p.m. at the Loudon County Courthouse Annex. The Commission was represented by Chairwoman Ms. Kelly Littleton-Brewster, Ms. Pat Hunter, Ms. Tammi Bivens, Mr. Larry Jameson, Mr. Art Stewart, Mr. Terry Small and Mr. Steve Field. Other attendees included Attorney Mr. Kevin Stevens; Republic/Santek representatives included Mr. Ben Johnston, Mr. Adam Hall and Ms. Shelby Boyer; Public attendees included Richard Anklin.

Chairwoman Ms. Kelly Littleton-Brewster called the meeting to order at 6:30 p.m.

Mr. Larry Jameson led the room in the Pledge of Allegiance and the prayer.

Ms. Pat Hunter presented the Commission with an amended version of the May 11<sup>th</sup>, 2021, minutes. After watching video footage, Ms. Hunter amended and corrected the May minutes as she felt they required further detail. As a general suggestion, Ms. Hunter requested that the minutes contain a header on each page, numbered pages, as well as a date, time, and location for the next regular scheduled meeting. The Commission reviewed the amended May Minutes.

**MOTION:** Chairwoman Ms. Brewster asked for a motion on the approval of the amended May minutes. Ms. Hunter made a motion and Mr. Field seconded the motion. The amended minutes were approved unanimously, Mr. Jameson abstained as he was not present for the May meeting.

**MOTION:** Ms. Hunter made a motion to amend the June minutes, noting that the Bylaws specifically state that any corrections or additions made to the minutes must be made in public.

**MOTION:** Chairwoman Ms. Littleton-Brewster asked for a motion to accept the amended June minutes. Mr. Stewart made a motion and Ms. Hunter seconded the motion. The motion passed unanimously.

**MOTION:** Chairwoman Ms. Littleton-Brewster asked for a motion to approve the July agenda. Mr. Jameson made a motion and Ms. Bivens seconded the motion. The motion passed unanimously.

During items of public concern, Mr. Anklin stated that he had concerns with the 10-minute guideline recently added to the agenda for public comments. Ms. Littleton-Brewster stated that the guideline was added to the agenda exactly as it was voted on in the June meeting, and emphasized the 10-minute guideline was to be a recommendation and not strict rule.

Also, during the items of public concern, Mr. Ankin passed out a "LCSWDC Plan for the Future" summary, which included a chart on the final page proposing four different scenarios for review and consideration by the Commission. Mr. Anklin stated that this survey, or one like it, would be beneficial for the LCSWDC in charting a path forward on what the Commission plans to do in 2027 at the end of the current Contract. Additionally, Mr. Anklin stated that he received notification from the Tellico Village PWD that his waste service bill will now be coming from Republic Services. Mr. Anklin stated that he hopes this change doesn't affect the residents of Tellico Village, which make up a large part of the customer base in Loudon.

During the Attorney's Report, Mr. Kevin Stevens stated that he has been working with Dr. Bachus on the closure and post closure landfill analysis, particularly the phased closure portion of the plan. Mr. Stevens

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stated that Dr. Bachus prepared a draft analysis that he circulated amongst the Commission, and that Dr. Bachus has made revisions to the analysis following the Commission's preliminary comments. Mr. Stevens stated that Chairwoman Littleton-Brewster decided it would be beneficial to have a workshop specifically for Dr. Bachus to attend. Mr. Stevens stated that a special called meeting has been scheduled for July 22 at 6:30 p.m. at the Loudon County Courthouse Annex, so Dr. Bachus can review his analysis. Mr. Stevens requested that any questions for Dr. Bachus be submitted to him beforehand, so we can make the most of our time with Dr. Bachus.

In addition, Mr. Stevens stated that the request to TDEC for an extension on the closure and post closure plan has been granted until August 30<sup>th</sup>, 2021, giving the Commission time between Dr. Bachus' presentation and the submission date to discuss and finalize. Mr. Stevens reminded the Commission that the closure and post closure plan submitted to TDEC will be based on the current permitted footprint, which is likely to change again before the end of the current Contract.

Ms. Boyer presented the cash activity report for the months of May and June, as the report for May was not available during the June operating review. Ms. Boyer also presented the Commission with the operations reports as outlined in the packets distributed to the Commission. Mr. Jameson stated that at one point the volume from Kimberly Clark was being brought to the Matlock Bend Landfill. Mr. Jameson said when their disposal contract ends, he would like to see the sales team at Republic investigate having this volume brought back to the Landfill if it is economical. Pertaining to the Inspection, Mr. Hall stated that the area of concern for line item 8110-litter, was inside the gate and has been addressed. In regard to the operation of the landfill, Ms. Hunter asked Mr. Hall the number of employees and their job duties. Mr. Hall stated that there are 11 total employees, including himself. Mr. Hall stated that the current number of employees is the right amount to stay below budget while keeping the Landfill running efficiently.

During the Chairman's Report, Ms. Littleton-Brewster presented The Commission with the attorney's invoice for June as well as the finance statements for the employee category and Commissioner attendance. Ms. Littleton-Brewster stated that Ms. Susan Huskey is in the process of ordering the laptop for the Chairwoman's use, and that invoice will be submitted to the Commission for review when it is available. Ms. Hunter asked if invoices needed to be approved. Mr. Stevens and Ms. Littleton-Brewster stated that these expenses are covered by existing contracts in place that were previously approved. Mr. Stevens stated that there is no current invoice for Dr. Bachus' assistance and there is no cap set for his services.

During the order of Old Business, Ms. Hunter stated that she needs more assistance with the budget than what the auditor is giving her. Mr. Stevens stated that he will reach out to Mr. Hill to address providing Ms. Hunter with more assistance. Ms. Hunter stated that she would like to seek proposals for a new auditor and would like to place into consideration a budget for audit assistance.

In addition, Ms. Littleton-Brewster stated that the Planning Commission was not willing to move their desired meeting time, leaving the options for the LCSWDC to move locations or change dates.

**MOTION:** Mr. Jameson made a motion to move LCSWDC monthly meeting to the Loudon City building at 6 p.m. on the second Tuesday of the month, with public notifications to follow. Mr. Stewart seconded this motion.

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Mr. Field stated that moving the meeting to a later date in the month may allow more time for the paperwork to be submitted earlier. Ms. Littleton-Brewster stated that she asked and that there would be no difference in the timeliness of the financial report. Mr. Jameson and Ms. Littleton-Brewster stated that there is already an improvement in the timeliness of packets.

**MOTION:** Mr. Stevens proposed moving forward with an amendment the Bylaws to accommodate for the change in location of the meeting. The motion passed 6 to 1, Ms. Hunter stating "no."

Mr. Stevens will prepare a draft amendment to the Bylaws for approval next meeting.

Ms. Littleton-Brewster stated there is no New Business to discuss.

**MOTION:** Ms. Bivens made a motion to adjourn. Mr. Jameson seconded the motion.

The next Loudon County Solid Waste Disposal Commission meeting will be held August 10, 2021, at 6 p.m. at the Loudon City Building

Respectfully submitted,

Kelly Littleton-Brewster

Loudon County Solid Waste Disposal Commission