

## **RESOLUTION 25-11**

### **BONNER COUNTY SOLID WASTE ADVISORY COMMITTEE**

**WHEREAS**, the Bonner County Bonner County Board of Commissioners (BOCC) recognizes that Bonner County Solid Waste is a vital function for the residents of Bonner County; and

**WHEREAS**, Bonner County operates 12 collection sites for the disposal of solid waste; and

**WHEREAS**, there has been considerable growth within the community and will continue to grow; and

**WHEREAS**, on February 26, 2019, a solid waste advisory committee was formed to collect, review, and make recommendations to the Board of Commissioners to provide information pertaining to the future needs of the county

**NOW, THEREFORE BE IT RESOLVED**, THAT THE BOARD OF COMMISSIONERS OF BONNER COUNTY, IDAHO, BY THIS RESOLUTION update the Bonner County Solid Waste Advisory Committee, hereinafter referred to as SWAC pursuant to the terms and conditions identified as follows:

#### **I. COMPOSITION**

- A. Members - SWAC shall be composed of 6 voting members and the Chairperson will be the deciding vote if a tie. There shall be two (2) members from each Commissioners District. The Bonner County Solid Waste Director shall be the Chairperson. The Chairperson may appoint a vice chair in his absence.
- B. The Bonner Solid Waste Director may appoint non-voting members to the SWAC who will serve as contributors.
- C. No family members of solid waste employees shall be voting members.
- D. The BOCC shall make the SWAC appointments.
- E. Terms - The initial term of office for SWAC members shall be staggered as follows: two (2) members shall serve for two (2) years, two (2) members shall serve for three (3) years and (2) members shall service for (4) four years. All succeeding appointments shall be for a term of three (3) years, except that filling any vacancy occurring shall be for the remainder of the term for the Advisory Board member whose office becomes vacant. Board members may have one renewal approved by the BOCC however, any other renewal must be applied for. There is no limit on the number of terms of office for Advisory Board members.
- F. All vacancies shall be advertised in the newspaper of general circulation, the Bonner County Commissioner and Solid Waste website and on social media. Candidates shall be appointed by the BOCC.

- G. A member of SWAC who misses two (2) unexcused absences from meetings in any twelve (12) month period may be removed from office by the recommendation of SWAC and approved by the Bonner County Board of Commissioners.
- H. There will be no automatic renewals
- I. All board members serve at will of the BOCC and may be removed at any time by the BOCC
- J. If a Commissioner District is unable to fill a position after 2 advertisements, the BOCC may appoint an applicant from another district to fill the vacancy in that district

## **II. MEETINGS**

- A. LOCATION- SWAC shall meet at least quarterly to carry out the purposes of the Committee, however they may meet more as needs arise. Meetings will be held at the Bonner County Administration building but may be held at another location if the need arises.
- B. MINUTES/AGENDAS- Minutes of all meetings shall be kept by the BOCC clerk and distributed to the members prior to the next regularly scheduled meeting. Meeting minutes shall be approved by a majority vote of members present. Meeting minutes shall be posted on the Bonner County Commissioners and Solid Waste websites. Agendas shall be prepared by the Solid Waste staff and or the BOCC staff, with verbal approval of the Chairperson, and distributed to the members at least seven (7) days in advance of any regularly scheduled meeting.
- C. PUBLIC ACCESS- All meetings shall be open to the public. Approved meeting minutes shall be filed on record with the Bonner County Commissioners office and shall be made public as a matter of public record.
- D. QUORUM- A majority of the currently seated voting members of the Committee, but no less than four (4), shall constitute a quorum and shall have authority to transact Committee business.
- E. ORDER OF BUSINESS
  - 1. Call to Order
  - 2. Roll call and determination of quorum
  - 3. Introduction of guests
  - 4. Reading, correction, and approval of minutes
  - 5. Reading and disposition of communications
  - 6. Introduction and disposition of agenda business
  - 7. Other business
  - 8. Open session
  - 9. Announcements
    - a. Agenda for next meeting
    - b. Time and place of next meeting
    - c. Other announcements
  - 10. Executive Session (if necessary)
- F. VOTING An affirmative vote of a majority of the quorum is required for transaction of business. Votes on recommendations to Bonner County Commissioners (BOCC) will only take place if background information has been given to SWAC at previous SWAC

meetings, or if such information is included with the meeting agenda. All policy or contract recommendations forwarded to the BOCC that do not pass unanimously, will include a description of the arguments for and against the motions.

### III. DUTIES

SWAC shall have the following duties:

- A. Advise and make recommendations of programs and policies concerning solid waste handling and disposal that are requested by the Bonner County Board of Commissioners.
- B. Perform any other duties requested by the Bonner County Board of Commissioners.
- C. All duties are limited to advisory to the BOCC.
- D. AMENDMENTS

Any part of this resolution may be amended or repealed by approval of the Bonner County Board of Commissioners.

### IV. BYLAWS

This resolution serves as the official bylaws of the Bonner County Solid Waste Advisory Committee and that no other bylaws shall be recognized.

**ADOPTED** as a Resolution of the Board of Commissioners of Bonner County, Idaho on the 5th day of February 2025.

### BONNER COUNTY BOARD OF COMMISSIONERS

ATTEST: Michael W. Rosedale

X   
Asia Williams, Chairwoman

X   
By Deputy Clerk

X   
Ron Korn, Commissioner

X   
Brian Domke, Commissioner



# Bonner County Solid Waste

February 4, 2025

## Memorandum

### Solid Waste Item #1

To: Commissioners

From: Bob Howard, Solid Waste Director

Re: Resolution to update the Solid Waste Advisory Committee Bylaws

Bonner County Solid Waste is seeking to update the Solid Waste Advisory Committee Resolution 19-34. The original resolution was approved on February 26, 2019. Solid Waste is requesting to add additional language which is as follows.

#### **Section I Composition – Added Section J**

**If a Commissioner District is unable to fill a position, the BOCC may appoint an applicant from another district to fill the vacancy in that district**

Auditing Review: N/A

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: N/A

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: \_\_\_\_\_

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: \_\_\_\_\_ Original to BOCC  
\_\_\_\_\_ Copy to Bob Howard; Melissa Gault

A suggested motion would be: **Based on the information before us I move approve Resolution #2025-11, with the amendment, re-defining the Composition bylaws of the Bonner County Solid Waste Committee with the addition of Section J as amended: if a Commissioner District is unable to fill a position after a second advertising, the BOCC may appoint an applicant from another District to fill the vacancy in that District**

Recommendation Acceptance: ☒ yes ☐ no

*Asia Williams* Date: 2-5-25  
Asia Williams, Chairwoman