

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1-AGENDA

Special Meeting

Meeting Date: Monday, May 20, 2024 Meeting Time: 11:00 am

Location: Hearing Room, Lewis County Courthouse, Chehalis, WA.

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes April 22, 2024, Regular Meeting
- IV. Public Comment on any final-action items listed on this agenda
- V. Public Hearing - None
- VI. Board Measures and Proposals
- VII. Transfer Station Operations
 - a. Community Litter Program Report
 - b. Transfer Station Tonnages
- VIII. Financial Reports
 - a. Monthly Reports
- IX. Legislative Update - None
- X. Approve Transfer from the Disposal District #1 Fund 4150 in the amount of **\$1,028,736**

Payment to Solid Waste Fund 4010 for operational expenses	\$	484,622
Payment to Solid Waste Fund 4010 for East Lewis County Transfer Station rent	\$	1,859
Payment to Current Expense for Central Transfer Station rent	\$	51,000
Payment to Cowlitz Landfill and Dietrich Trucking for hauling and disposal	\$	444,424
Payment to City of Centralia for host fee	\$	16,750
Payment to Department of Revenue for taxes	\$	30,081
April 2024 Total Expenses	\$	1,028,736

- XI. Staff Discussion
 - a. City of Centralia interlocal agreements
- XII. Announcements
- XIII. Adjournment

**LEWIS COUNTY
SOLID WASTE DISPOSAL DISTRICT #1
SPECIAL MEETING**

Monday, May 20, 2024, at 11:00 am

Lewis County is providing a virtual meeting option.
Please see below:

ONLINE: Attend the meeting via Zoom Meeting at <https://us06web.zoom.us/j/81523030269>
The pass code is 538435.

BY PHONE: To attend by phone, call 888-475-4499.
The meeting ID is 815-2303-0269 and the pass code is 538435.

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

Regular Meeting

Meeting Date: Monday, April 22, 2024, Meeting Time 1:30 pm
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

- I. Disposal District Commissioner Sean D. Swope, called the meeting to order at 1:30 pm, Monday, March 25, 2024.

Those in attendance:

Scott J. Brummer	Lewis County Commissioner
Sean D. Swope	Lewis County Commissioner
Lindsey R. Pollock, DVM	Lewis County Commissioner
Josh Metcalf	Lewis County Public Works Director
Tina Hemphill	Lewis County Public Works Deputy Director
Tom Rupert	Lemay Enterprises, Inc. District Manager
Rocky Lyon	Lewis County Solid Waste Manager
Karen Hirte	Lewis County Solid Waste Administrative Assistant
Ryan Barrett	Lewis County Manager

- II. Quorum verified.

- III. Approve the minutes of the March 25, 2024, regular meeting.
Motion by Lindsey R. Pollock, DVM, and seconded by Scott J. Brummer. Motion carried.

- IV. Public Comment on any final-action items listed on this agenda - None.

- V. Public Hearing – None.

- VI. Board Measures and Proposals – None.

- VII. Transfer Station Operations – Presented by Rocky Lyon, Solid Waste Manager.

- a. Community Litter Program Report – March.

- The litter program coordinator and crew cleaned up 61 road miles, spent a total of 156 hours picking up 2,321 pounds of litter. They also spent 81 hours working on 8 illegal dumpsites, cleaning up 3,800 pounds of litter.
- Contracted litter crew- roadside, spent 72 hours cleaning up 33 miles and collecting 8,780 pounds of litter.
- Interchanges and Intersections - 69 hours were spent cleaning up 795 pounds of litter with disposal fees in the amount of \$1,510.41.
- Volunteers in Centralia and throughout Lewis County reported spending 79 hours collecting 104 bags of litter.

- b. Transfer Station Tonnage – March.

- The combined monthly tonnage was 7,770.
- Year to Date the tonnage was 21,472.

- VIII. Financial Reports – Presented by Rocky Lyon, Solid Waste Manager.

- a. Monthly reports – March.

- Fund 4150 revenue per the Munis report was \$830,990 and showed a net operating loss of (\$30,649). The ending fund balance was \$4,562,170.
- Fund 4010 total expenses \$331,408.
- Total reserve balances \$1,060,730.

- IX. Legislative Update – None.

- X. Miscellaneous Reports – None.

- XI. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility.

Motion by Scott J. Brummer, and seconded by Lindsey R. Pollock, DVM, to approve payments and transfers in the amount of \$861,639 for the month of March. Motion carried.

XII. Staff Discussion.

- a. Rocky Lyon updated the Commissioners on the 2024 rate increase. Letters have been sent out to the haulers and it has been posted on social media, the county website, and the reader board. Start date for the rate increase is July 1, 2024.
- b. East End curbside recycling has begun and is running smoothly. There have been a few inquiries on how to abstain from the service and the utility has been trying to educate the customers on the benefits of utilizing the program.

XIII. Announcements – None.

XIV. Adjournment – With no further business, motion by Lindsey R. Pollock, DVM, and second by Scott J. Brummer, to adjourn the meeting at 1:46 pm.

Respectfully submitted,



Karen Hirte
Solid Waste Utility, Administrative Assistant

**Solid Waste Utility
Community Litter Cleanup Program Summary
For the Month of March 2024**

Lewis County Litter Crew

Supervisor Hours		51
Crew Hours		101
Road Miles		62
Weight (Pounds)		2,420
Other Item Fees (TV, Tires and Appliances)	\$	60
Total Disposal Fees	\$	192
Public Works Roads Clean-Up	\$	15

Illegal Dumpsites

Supervisor Hours		32
Crew Hours		63
Dumpsites Cleaned		9
Weight (Pounds)		2,980
Other Item Fees (TV, Tires and Appliances)	\$	300
Total Disposal Fees	\$	491

Lewis County Contracted Litter Crew: Roadside

Crew Hours		4
Road Miles		-
Weight (Pounds)		-
Other Item Fees (TV, Tires and Appliances)	\$	-
Total Labor and Disposal Fees	\$	1,137

Interchanges and Intersections

Hours		69
Weight (Pounds)		1,230
Other Item Fees (TV, Tires and Appliances)	\$	-
Total Labor and Disposal Fees	\$	1,510

Volunteer Litter Clean-up

Hours		112
Weight (Pounds)		-
Bags Collected		119
Other Item Fees (TV, Tires and Appliances)	\$	-
Total Disposal Fees	\$	-

Totals may not foot due to rounding.

COMMUNITY LITTER CLEANUP PROGRAM 2024

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Totals
Lewis County Litter Crew													
Supervisor Hours Litter	38	51	51	51	-	-	-	-	-	-	-	-	190
Crew Hours	77	101	105	101	-	-	-	-	-	-	-	-	384
Road Miles	47	43	61	62	-	-	-	-	-	-	-	-	213
Road side disposal weight	2,700	2,140	2,321	2,420	-	-	-	-	-	-	-	-	9,581
Disposal Fees	\$ 184	\$ 172	\$ 204	\$ 192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 752
Public Works Roads Clean-Up	\$ -	\$ 335	\$ 15	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 365
Illegal Dumpsites													
Supervisor Hours	19	14	28	32	-	-	-	-	-	-	-	-	93
Crew Hours	37	28	53	63	-	-	-	-	-	-	-	-	181
Dumpsites Cleaned	6	5	8	9	-	-	-	-	-	-	-	-	28
Pounds	2,480	1,380	3,800	2,980	-	-	-	-	-	-	-	-	10,640
Disposal and labor Fees	\$ 208	\$ 84	\$ 508	\$ 491	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,291
Lewis County Contracted Litter Crew: Roadside													
Team Hours	-	-	72	4	-	-	-	-	-	-	-	-	76
Road Miles	-	-	33	-	-	-	-	-	-	-	-	-	33
Pounds of Litter Picked Up	-	-	8,780	-	-	-	-	-	-	-	-	-	8,780
Labor and Disposal Fees	\$ -	\$ -	\$ 29,849	\$ 1,137	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,986
Interchanges and Intersections													
Hours	69	69	69	69	-	-	-	-	-	-	-	-	276
Pounds of Litter Picked Up	2,040	900	795	1,230	-	-	-	-	-	-	-	-	4,965
Pounds of Recycling Picked Up	-	-	180	125	-	-	-	-	-	-	-	-	305
Labor and Disposal Fees	\$ 1,510	\$ 1,510	\$ 1,510	\$ 1,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,041
Interchanges cleaned:													
Volunteer Litter Clean-up Work													
Hours	91	49	79	112	-	-	-	-	-	-	-	-	330
Pounds of Litter Picked Up	165	-	-	-	-	-	-	-	-	-	-	-	165
Bags Collected	311	147	104	119	-	-	-	-	-	-	-	-	680
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Centralia Volunteers: 47 volunteers, 112 hours, picked up 108 bags of litter

Chehalis Volunteers: 11 bags of litter picked up and one window frame

Lewis County Volunteers:

Lewis County Drug Court:

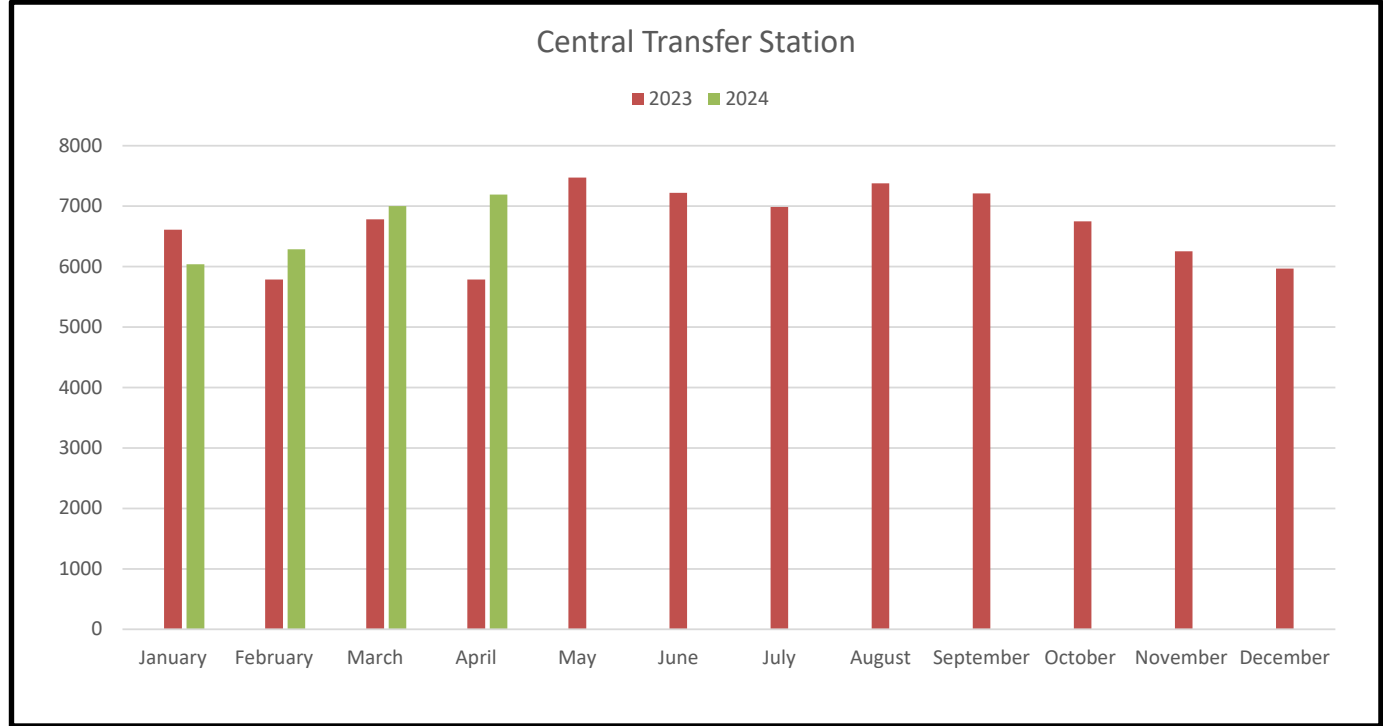
Litter Clean-up Events:

Totals may not foot due to rounding.

Illegal Dumpsites cleaned				
Road & Mile Post	Pounds	Other	Other Fees	# of Sites
Meskill Rd. MP 1.5	600	- \$	5	1
Teitzel Rd. MP 2	200	- \$	-	1
Pfirter Rd. MP 1/2	200	- \$	-	1
Winlock-Vader Rd. MP 3.5	600	- \$	115	1
Winlock-Vader Rd. MP 3.5	320	- \$	75	1
North Fork Rd. MP 4	260	- \$	-	1
Galvin Rd. MP 1	200	- \$	-	1
Buckhorn Rd. MP 1.5	280	- \$	30	1
Winlock-Vader Rd. MP 3.5	320	- \$	75	1
	2,980	- \$	300	9

LEWIS COUNTY SOLID WASTE TONNAGE REPORT

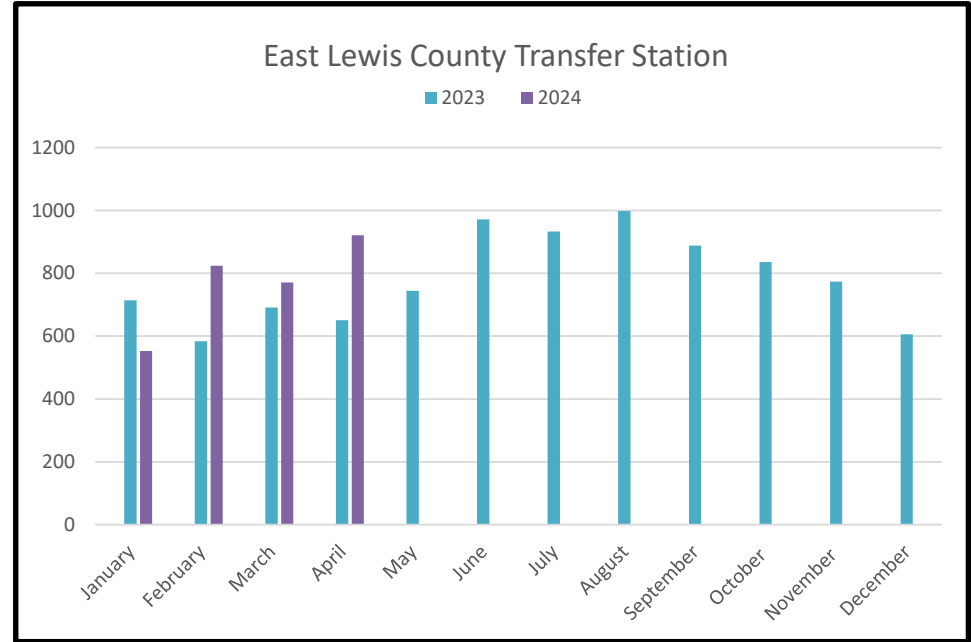
Month	Central Transfer Station		
	2023	2024	Difference
January	6,611	6,037	(574)
February	5,784	6,288	504
March	6,783	6,999	216
April	5,785	7,193	1,408
May	7,471	-	-
June	7,222	-	-
July	6,988	-	-
August	7,378	-	-
September	7,213	-	-
October	6,751	-	-
November	6,254	-	-
December	5,968	-	-
Total Tonnage	80,208	26,517	



Month	East Lewis County		
	2023	2024	Difference
January	714	553	(161)
February	584	824	240
March	691	771	80
April	651	921	270
May	744	-	-
June	972	-	-
July	933	-	-
August	998	-	-
September	888	-	-
October	836	-	-
November	774	-	-
December	606	-	-
Total Tonnage	9,391	3,069	

2024 Total
6,590
7,112
7,770
8,114
-
-
-
-
-
-
-
-
-
29,586

2024 Estimated Tonnage: 85,000
Actual Tonnage/ Estimated Tonnage 35%



Solid Waste Disposal District #1

Fund 4150 Monthly Report

For the Month of April 2024

Beginning Fund 4150 Balance \$ 4,562,170

Revenue:

Solid Waste Sales and Services	704,408	98.21%
Late Fees	170	0.02%
Accounts Receivable	-	0.00%
Misc. Non-Operating	-	0.00%
Over / Short	2	0.00%
Recycling/Miscellaneous Revenue	<u>12,693</u>	1.77%
Total Revenue	717,273	100.00%

Expenses:

Business and Occupational Service Tax	16,074	1.56%
Refuse Tax	14,007	1.36%
Professional Services and Supplies	-	0.00%
Building / Facility Rent	52,859	5.14%
Hauling and Disposal	444,424	43.20%
Host Fee	16,750	1.63%
Monthly Payment to Fund 4010	<u>484,622</u>	47.11%
Total Expenses	<u>1,028,736</u>	100.00%

Net Operating Loss (311,463)

Ending Fund 4150 Balance \$ 4,250,707

Landfill Closure Reserve \$287,993

Following page 9 shows detailed listing of monthly transfer.

Incurred expenses were calculated based on our reported out-bound tonnage.

Net operating loss is due to the purchase of a new excavator.

This interim report is unaudited and intended for management purposes only. Totals may not foot due to rounding.

**SOLID WASTE DISPOSAL DISTRICT FUND 4150
2024**

33.33% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	Yearend	YTD TOTALS	BUDGET	% YTD/Budget
Revenue:																
Solid Waste Sales and Services	\$ 349,659	\$ 750,561	\$ 822,837	\$ 704,408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,627,466	\$ 8,710,000	30.17%
Late Fees paid by Customers	150	100	50	170	-	-	-	-	-	-	-	-	-	470	1,800	26.11%
Petty Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Over/Short	17	(2)	(4)	2	-	-	-	-	-	-	-	-	-	13	-	0.00%
Misc. Non-Operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Recycling/Misc. Revenue	3,746	8,068	8,107	12,693	-	-	-	-	-	-	-	-	-	32,614	75,000	43.49%
Total Revenue	\$ 353,572	\$ 758,727	\$ 830,990	\$ 717,273	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,660,563	\$ 8,786,800	30.28%
Expenses:																
Refuse Tax	\$ 9,596	\$ 11,482	\$ 12,900	\$ 14,007	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,986	\$ -	0.00%
Business and Occupation Tax	12,392	13,263	13,894	16,074	-	-	-	-	-	-	-	-	-	55,623	152,457	36.48%
Professional Services	-	-	154	-	-	-	-	-	-	-	-	-	-	154	6,000	2.57%
*Building/Facility Rent	52,859	52,859	52,859	52,859	-	-	-	-	-	-	-	-	-	211,436	634,308	33.33%
Hauling and Disposal	346,901	382,933	435,533	444,424	-	-	-	-	-	-	-	-	-	1,609,791	4,725,375	34.07%
Host Fee	16,750	16,750	16,750	16,750	-	-	-	-	-	-	-	-	-	67,000	201,000	33.33%
Utility Fund Contracted Services	243,066	234,489	329,549	484,622	-	-	-	-	-	-	-	-	-	1,291,726	3,761,850	34.34%
Total Expenses	\$ 681,564	\$ 711,776	\$ 861,639	\$ 1,028,736	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,283,715	\$ 9,480,990	34.63%
Net Operating Gain/(Loss)	\$ (327,992)	\$ 46,951	\$ (30,649)	\$ (311,463)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (623,153)		

This sheet is intended to compare the Solid Waste Disposal District YTD totals to the Solid Waste Disposal District budget. Fund 4150 balance can be found on the Solid Waste Disposal District report.

**Breakdown of building/facility rent: Central Transfer Station (CTS) monthly rent is \$51,000 and the East Lewis County Transfer Station (ELCTS) monthly rent is \$1,859. CTS monthly rent payment increased from \$38,700 to \$51,000 in January 2010. \$38,700 goes toward a bond payment and \$12,300 is reserved in Solid Waste Fund 4010 for capital improvements. Per BOCC Resolution #19-292, when the bond is fully paid in December 2024, the entire \$51,000 payment will be accounted for in the Solid Waste capital improvement reserve.*

Note: This interim report is unaudited and intended for management purposes only. Totals may not foot due to rounding.

Solid Waste Utility

Fund 4010 Monthly Report

For the Month of April 2024

Revenue:

Grants	-	0.00%
Reimbursement for Litter Program	34,800	6.66%
Misc Revenue	1,035	0.20%
Insurance Recovery	-	0.00%
Rent From Disposal District	1,859	0.36%
Payment From Disposal District	484,622	92.78%
Total Revenue	522,316	100.00%

Expenses:

Admin and Transfer Station Programs		
Salaries and Fringe Benefits	130,540	24.99%
Supplies / Small Tools / Equipment	2,694	0.52%
Fuel Consumed	7,677	1.47%
Professional Services	15,964	3.06%
Utilities	2,141	0.41%
Miscellaneous	2,471	0.47%
Equipment Rental	750	0.14%
Interfund Equipment	-	0.00%
Interfund Charges	-	0.00%
Crane and Site Maintenance	9,876	1.89%
Training / Travel / Subscription	-	0.00%
Recycling Program	18,056	3.46%
Litter Program	30,759	5.89%
Code Compliance Program	-	0.00%
Nuisance Abatement	-	0.00%
Homeless Camp Clean Up Program	379	0.07%
Landfill Closure Program	8,210	1.57%
Moderate Risk Waste Program	14,151	2.71%
Capital Improvements	278,648	53.35%
Total Expenses	522,316	100.00%

Net Operating Income \$ -

Reserve Balances:	
Nuisance Abatement	\$ 114,876
Crane (2024)	50,000
Capital (2010 to 2023)	895,854
Total Reserve Balances	\$ 1,060,730

Note: This interim report is unaudited and intended for management purposes only. Totals may not foot due to rounding.

**SOLID WASTE UTILITY FUND 4010
2024**

33.33% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	Yearend	YTD TOTALS	BUDGET	% YTD/Budget
Revenue:																
Department of Ecology Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	0.00%
Litter Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	103,000	0.00%
Rent From Disposal District	1,859	1,859	1,859	1,859	-	-	-	-	-	-	-	-	-	7,436	22,308	33.33%
Reimbursement from Litter Crew	-	-	-	34,800	-	-	-	-	-	-	-	-	-	34,800	136,382	25.52%
Solid Waste Reimbursement	-	-	-	1,035	-	-	-	-	-	-	-	-	-	1,035	-	0.00%
Payment From Disposal District	243,066	234,489	329,549	484,622	-	-	-	-	-	-	-	-	-	1,291,726	3,761,850	34.34%
Total Revenue	\$ 244,925	\$ 236,348	\$ 331,408	\$ 522,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,334,997	\$ 4,309,922	30.97%
Expenses:																
Salary and Benefits	\$ 130,833	\$ 129,536	\$ 130,381	\$ 130,540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 521,289	\$ 1,663,270	31.34%
Supplies/Small Tools and Equipment	2,386	7,572	2,352	2,694	-	-	-	-	-	-	-	-	-	15,004	65,500	22.91%
Fuel Consumed	-	4,263	4,520	7,677	-	-	-	-	-	-	-	-	-	16,460	70,000	23.51%
Professional Services	21,832	25,700	12,428	15,964	-	-	-	-	-	-	-	-	-	75,924	578,737	13.12%
Utilities	359	1,097	2,301	2,141	-	-	-	-	-	-	-	-	-	5,898	36,000	16.38%
Miscellaneous	1,665	2,656	857	2,471	-	-	-	-	-	-	-	-	-	7,649	23,795	32.15%
Equipment Rental	600	11,923	2,886	750	-	-	-	-	-	-	-	-	-	16,159	20,250	79.80%
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	131,604	0.00%
Interfund Charges	-	-	28,291	-	-	-	-	-	-	-	-	-	-	28,291	186,444	15.17%
Crane and Site Maintenance	5,250	10,865	36,383	9,876	-	-	-	-	-	-	-	-	-	62,374	234,455	26.60%
Training and Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,445	0.00%
Recycling Program	11,486	12,969	13,100	18,056	-	-	-	-	-	-	-	-	-	55,611	249,428	22.30%
Landfill Closure	1,458	4,455	49,311	8,210	-	-	-	-	-	-	-	-	-	63,434	73,828	85.92%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Homeless Camp Clean Up Program	-	-	757	379	-	-	-	-	-	-	-	-	-	1,136	27,000	4.21%
Litter Program	10,488	9,614	27,926	30,759	-	-	-	-	-	-	-	-	-	78,787	239,382	32.91%
Moderate Risk Waste	8,568	15,698	19,915	14,151	-	-	-	-	-	-	-	-	-	58,332	241,371	24.17%
Capital Improvements/Repairs	-	-	-	278,648	-	-	-	-	-	-	-	-	-	278,648	325,000	85.74%
Total Expenses	\$ 194,925	\$ 236,348	\$ 331,408	\$ 522,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,284,995	\$ 4,267,509	30.11%
Net Operating Gain/(Loss)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000		

CRANE RESERVE
PAYMENT

This sheet is intended to compare Solid Waste Utility YTD to the Solid Waste Utility Budget. Fund 4010 reserve balances can be found on the Solid Waste Utility report.

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