

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA

Regular Meeting

Meeting Date: Monday, February 24, 2025 Meeting Time: 1:30 pm

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

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes January 27, 2025, regular meeting
- IV. Public Comment on any final-action items listed on this agenda
- V. Public Hearing - None
- VI. Board Measures and Proposals

Resolution 002-25 - Authorize the Chair of the Lewis County Solid Waste Disposal District No. 1 to sign renewal of Lease Agreement with Lewis County for the Central Transfer Station in Centralia, and East Lewis County Transfer Station in Morton.

- 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 **\$693,597**

Payment to Solid Waste Fund 4010 for operational expenses	\$	218,473
Payment to Cowlitz Landfill and Dietrich Trucking for hauling and disposal	\$	444,309
Payment to City of Centralia for host fee	\$	-
Payment to Department of Revenue for taxes	\$	30,815
January 2025 Total Expenses	\$	693,597

- XI. Staff Discussion
 - a. Lease Agreement Renewal
 - b. Host Fee Agreement with City of Centralia
- XII. Announcements
- XIII. Adjournment

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

Monday, February 24, 2025, at 1:30 pm

Lewis County provides a virtual meeting option.
Please see below:

ONLINE: Attend the meeting via Zoom Meeting at <https://us06web.zoom.us/j/87192545915?>
The pass code is 036530.

BY PHONE: To attend by phone, call 888-475-4499.
The meeting ID is 874-9254-5915 and the pass code is 036530.

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

Regular Meeting

Meeting Date: Monday, January 27, 2025, 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, January 27, 2025.

Those in attendance:

Lindsey R. Pollock, DVM	Lewis County Commissioner
Sean D. Swope	Lewis County Commissioner
Scott J. Brummer	Lewis County Commissioner
Rocky Lyon	Lewis County Solid Waste Manager
Marissa Briggs	Lewis County Solid Waste Office Assistant
Tina Correia	Lewis County Public Works Deputy Director
Tom Rupert	Waste Connections District Manager

- II. Quorum verified.

- III. Approval of Minutes.

“Move to approve the minutes from the December 23, 2024, regular meeting.”

Motion by Lindsey R. Pollock, DVM, and seconded by Scott J. Brummer. Motion passes three to zero.

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

- V. Public Hearing – None.

- VI. Board Measures and Proposals.

- a. **Resolution 001-25 - Approving the Transfer Station Loading and Transport Agreement between Lewis County Solid Waste Disposal District No. 1 and Harold Lemay Enterprises, Incorporated.**

“Move to approve Resolution 001-25”

Motion by Lindsey R. Pollock, DVM, and seconded by Scott J. Brummer. Motion passes three to zero.

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

- a. Community Litter Program Report – December.

- The litter program coordinator and crew cleaned did not spend any time cleaning up roadsides. However, they spent all their time cleaning up 15 illegal dumpsites, with 51 supervisor hours and 101 crew hours cleaning up 5,120 pounds of litter. Total disposal fees of \$ 1,263.
- The Lewis County roadside contracted litter crew spent 16 hours cleaning up 1,860 pounds of litter resulting in \$9,645 in fees.
- The Interchanges and Intersections crews spent 113 hours cleaning up 5,332 pounds of litter resulting in \$13, 741 in fees.
- Centralia reported 11 volunteers, spending 25 hours collecting 22 bags of litter.

- b. Transfer Station Tonnage – December.

- The combined monthly tonnage was 6,614.
- Year to Date the tonnage was 90,711.

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

- a. Monthly reports – December.

- Fund 4150 revenue per the Munis report was \$747,219 and showed a net operating loss of (\$43,521). The ending fund balance was \$5,817,250.
- Fund 4010 total expenses \$509,179.
- Total reserve balances \$1,355,355.

- IX. Legislative Update – None.

- X. Miscellaneous Reports – None.
- XI. Approval of transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility.
“Mr. Chair I move that we approve the transfer from Disposal District No. 1 Fund 4150 in the amount of \$790,740.”
Motion by Scott J. Brummer, and seconded by Lindsey R. Pollock, DVM. Motion passes three to zero.
- XII. Staff Discussion.
- XIII. Announcements – None.
- XIV. Adjournment.
“Move to adjourn”
Motion by Lindsey R. Pollock, DVM and second, Scott J. Brummer to adjourn the meeting at 1:39 pm.

Respectfully submitted,

Marissa Briggs

Marissa Briggs
Lewis County Solid Waste Office Assistant

**Solid Waste Utility
Community Litter Cleanup Program Summary
For the Month of January 2025**

Lewis County Litter Crew

Supervisor Hours	-
Crew Hours	-
Road Miles	-
Weight (Pounds)	-
Other Item Fees (TV, Tires and Appliances)	\$ -
Total Disposal Fees	\$ -
Public Works Roads Clean-Up	\$ -

Illegal Dumpsites

Supervisor Hours	55
Crew Hours	110
Dumpsites Cleaned	14
Weight (Pounds)	5,160
Other Item Fees (TV, Tires and Appliances)	\$ 610
Total Disposal Fees	\$ 961

Lewis County Contracted Litter Crew: Roadside

Crew Hours	-
Road Miles	-
Weight (Pounds)	-
Other Item Fees (TV, Tires and Appliances)	\$ -
Total Labor and Disposal Fees	\$ 4,232

Interchanges and Intersections

Hours	56
Weight (Pounds)	600
Other Item Fees (TV, Tires and Appliances)	\$ -
Total Labor and Disposal Fees	\$ 1,255

Volunteer Litter Clean-up

Hours	60
Weight (Pounds)	-
Bags Collected	80
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	-	-	-	-	-	-	-	-	-	-	-	-	-
Crew Hours	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Miles	-	-	-	-	-	-	-	-	-	-	-	-	-
Road side disposal weight	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works Roads Clean-Up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Illegal Dumpsites													
Suprvisor Hours	55	-	-	-	-	-	-	-	-	-	-	-	-
Crew Hours	110	-	-	-	-	-	-	-	-	-	-	-	-
Dumpsites Cleaned	14	-	-	-	-	-	-	-	-	-	-	-	-
Pounds	5,160	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ 961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lewis County Contracted Litter Crew: Roadside													
Team Hours	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Miles	-	-	-	-	-	-	-	-	-	-	-	-	-
Pounds of Litter Picked Up	-	-	-	-	-	-	-	-	-	-	-	-	-
Labor and Disposal Fees	\$ 4,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interchanges and Intersections													
Hours	56	-	-	-	-	-	-	-	-	-	-	-	-
Pounds of Litter Picked Up	600	-	-	-	-	-	-	-	-	-	-	-	-
Pounds of Recycling Picked Up	30	-	-	-	-	-	-	-	-	-	-	-	-
Labor and Disposal Fees	\$ 1,255	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interchanges cleaned:													
Volunteer Litter Clean-up Work													
Hours	60	-	-	-	-	-	-	-	-	-	-	-	-
Pounds of Litter Picked Up	-	-	-	-	-	-	-	-	-	-	-	-	-
Bags Collected	80	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Centralia Volunteers: 48 volunteers, 60 hours, picked up 80 bags of litter
 Chehalis Volunteers: Nothing reported
 Lewis County Volunteers: Nothing reported

Totals may not foot due to rounding.

*There were no Lewis County Litter Crew hours reported for the month of January 2025.

Road & Mile Post	Illegal Dumpsites cleaned			
	Pounds	Other	Other Fees	# of Sites
Toledo Salmon Cr. Rd. MP 4	540	-	\$ 80	1
Longbell Rd. MP 3	220	-	\$ 25	1
Birley Rd. MP 2	500	-	\$ 50	1
Teitzel Rd. MP 1	100	-	\$ -	1
Coal Creek Rd. MP 2	180	-	\$ -	1
Hobson Rd. MP .5	300	-	\$ 45	1
Ramsey Rd. MP .5	460	-	\$ 10	1
Centralia Alpha Rd. MP 3.5	340	-	\$ 110	1
Camus Rd. MP 1	660	-	\$ 110	1
Jones Rd. MP 2.5	320	-	\$ -	1
Nicholson Rd. MP .5	720	-	\$ 140	1
Telegrapha Rd. MP 2	420	-	\$ 10	1
Little Hanaford Rd. MP 2	180	-	\$ 10	1
Ingalls Rd. MP 2.5	220	-	\$ 20	1
	5,160	-	\$ 610	14

Solid Waste Disposal District #1

Fund 4150 Monthly Report

For the Month of January 2025

Beginning Fund 4150 Balance \$ 5,817,250

Revenue:

Solid Waste Sales and Services	869,175	99.45%
Late Fees	230	0.03%
Accounts Receivable	-	0.00%
Misc. Non-Operating	-	0.00%
Over / Short	(6)	0.00%
Recycling/Miscellaneous Revenue	<u>4,609</u>	0.53%
Total Revenue	874,008	100.00%

Expenses:

Business and Occupational Service Tax	16,012	2.31%
Refuse Tax	14,803	2.13%
Professional Services and Supplies	-	0.00%
Building / Facility Rent	-	0.00%
Hauling and Disposal	444,309	64.06%
Indirect Cost Allocation	-	0.00%
Host Fee	-	0.00%
Monthly Payment to Fund 4010	<u>218,473</u>	31.50%
Total Expenses	<u>693,597</u>	100.00%

Net Operating Gain 180,411

Ending Fund 4150 Balance \$ 5,997,661

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 gain is due to the timing of accounts receivable and no host fee or rent payment.

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

**SOLID WASTE DISPOSAL DISTRICT FUND 4150
2025 YEAR TO DATE BUDGET REPORT**

8.33% 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	\$ 869,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 869,175	\$ 10,665,000	8.15%
Late Fees paid by Customers	230	-	-	-	-	-	-	-	-	-	-	-	-	230	2,000	11.50%
Petty Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Over/Short	(6)	-	-	-	-	-	-	-	-	-	-	-	-	(6)	-	0.00%
Misc. Non-Operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Recycling/Misc. Revenue	4,609	-	-	-	-	-	-	-	-	-	-	-	-	4,609	100,000	4.61%
Total Revenue	\$ 874,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 874,008	\$ 10,767,000	8.12%
Expenses:																
Refuse Tax	\$ 14,803	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,803	\$ -	0.00%
Business and Occupation Tax	16,012	-	-	-	-	-	-	-	-	-	-	-	-	16,012	188,423	8.50%
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,000	0.00%
*Building/Facility Rent	-	-	-	-	-	-	-	-	-	-	-	-	-	-	634,308	0.00%
Hauling and Disposal	444,309	-	-	-	-	-	-	-	-	-	-	-	-	444,309	5,122,512	8.67%
indirect Cost Allocation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	67,587	0.00%
Host Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	201,000	0.00%
Utility Fund Contracted Services	218,473	-	-	-	-	-	-	-	-	-	-	-	-	218,473	4,041,913	5.41%
Total Expenses	\$ 693,597	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 693,597	\$ 10,261,743	6.76%
Net Operating Gain/(Loss)	\$ 180,411	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,411		

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.

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 January 2025

Revenue:

Grants	-	0.00%
Reimbursement for Litter Program	-	0.00%
Misc Revenue	-	0.00%
Insurance Recovery	-	0.00%
Rent From Disposal District	-	0.00%
Payment From Disposal District	218,473	100.00%
Total Revenue	218,473	100.00%

Expenses:

Admin and Transfer Station Programs		
Salaries and Fringe Benefits	140,585	64.35%
Supplies / Small Tools / Equipment	4,739	2.17%
Fuel Consumed	-	0.00%
Professional Services	27,402	12.54%
Utilities	243	0.11%
Miscellaneous	1,544	0.71%
Equipment Rental	-	0.00%
Interfund Equipment	-	0.00%
Interfund Charges	6,893	3.16%
Repairs and Site Maintenance	4,157	1.90%
Training / Travel / Subscription	-	0.00%
Recycling Program	10,070	4.61%
Litter Program	12,373	5.66%
Code Compliance Program	-	0.00%
Nuisance Abatement	-	0.00%
Homeless Camp Clean Up Program	-	0.00%
Landfill Closure Program	1,834	0.84%
Moderate Risk Waste Program	8,633	3.95%
Capital Improvements	-	0.00%
Total Expenses	218,473	100.00%

Net Operating Income \$ -

Reserve Balances:	
Nuisance Abatement	\$ 114,876
Solid Waste Equipment (2024)	197,025
Capital (2010 to 2024)	1,043,454
Total Reserve Balances	\$ 1,355,355

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

**SOLID WASTE UTILITY FUND 4010
2025 YEAR TO DATE BUDGET REPORT**

8.33% 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	0.00%
Litter Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	123,000	0.00%
Rent From Disposal District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,308	0.00%
Reimbursement from Litter Crew	-	-	-	-	-	-	-	-	-	-	-	-	-	-	139,226	0.00%
Capital Reserve Transfer In	-	-	-	-	-	-	-	-	-	-	-	-	-	-	147,600	0.00%
Payment From Disposal District	218,473	-	-	-	-	-	-	-	-	-	-	-	-	218,473	4,041,913	5.41%
Total Revenue	\$ 218,473	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,473	\$ 4,509,047	4.85%
Expenses:																
Salary and Benefits	\$ 140,585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,585	\$ 1,705,131	8.24%
Supplies/Small Tools and Equipment	4,739	-	-	-	-	-	-	-	-	-	-	-	-	4,739	67,000	7.07%
Fuel Consumed	-	-	-	-	-	-	-	-	-	-	-	-	-	-	70,500	0.00%
Professional Services	27,402	-	-	-	-	-	-	-	-	-	-	-	-	27,402	361,075	7.59%
Utilities	243	-	-	-	-	-	-	-	-	-	-	-	-	243	30,510	0.80%
Miscellaneous	1,544	-	-	-	-	-	-	-	-	-	-	-	-	1,544	26,575	5.81%
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,250	0.00%
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	258,808	0.00%
Interfund Charges	6,893	-	-	-	-	-	-	-	-	-	-	-	-	6,893	288,741	2.39%
Repairs and Site Maintenance	4,157	-	-	-	-	-	-	-	-	-	-	-	-	4,157	494,689	0.84%
Training and Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9,045	0.00%
Recycling Program	10,070	-	-	-	-	-	-	-	-	-	-	-	-	10,070	268,524	3.75%
Landfill Closure	1,834	-	-	-	-	-	-	-	-	-	-	-	-	1,834	92,024	1.99%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Homeless Camp Clean Up Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,700	0.00%
Litter Program	12,373	-	-	-	-	-	-	-	-	-	-	-	-	12,373	270,055	4.58%
Moderate Risk Waste	8,633	-	-	-	-	-	-	-	-	-	-	-	-	8,633	282,800	3.05%
Capital Improvements/Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	167,000	0.00%
Total Expenses	\$ 218,473	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,473	\$ 4,527,427	4.83%
Net Operating Gain/(Loss)	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0		

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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