

**LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA**

**Regular Meeting**

Meeting Date: Monday, July 22, 2024 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 June 24, 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 **\$774,602**

Payment to Solid Waste Fund 4010 for operational expenses	\$	263,869
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	\$	413,062
Payment to City of Centralia for host fee	\$	16,750
Payment to Department of Revenue for taxes	\$	28,062
<b>June 2024 Total Expenses</b>	<b>\$</b>	<b>774,602</b>

- XI. Staff Discussion
  - a. Rate increase update
  - b. 2025 preliminary budget meeting
- XII. Announcements
- XIII. Adjournment

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

Monday, July 22, 2024, at 1:30 pm

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, June 24, 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 1:31 pm, Monday, June 24, 2024.

Those in attendance:

Scott J. Brummer	Lewis County Commissioner
Sean D. Swope	Lewis County Commissioner
Lindsey R. Pollock, DVM	Lewis County Commissioner (ZOOM)
Josh Metcalf	Lewis County Public Works Director
Rocky Lyon	Lewis County Solid Waste Manager
Karen Hirte	Lewis County Solid Waste Administrative Assistant

- II. Quorum verified.

- III. Approve the minutes of the May 20, 2024, special meeting.  
Motion by Lindsey R. Pollock, DVM, and seconded by Sean D. Swope. 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 – May.

- The litter program coordinator and crew cleaned up 54 road miles, spent a total of 163 hours picking up 2,160 pounds of litter. They also spent 53 hours working on five illegal dumpsites, cleaning up 2,040 pounds of litter.
- Interchanges and Intersections - 69 hours were spent cleaning up 1,635 pounds of litter with disposal fees in the amount of \$1,510.
- Volunteers in Centralia and throughout Lewis County reported spending 57 hours collecting 101 bags of litter.

- b. Transfer Station Tonnage – May.

- The combined monthly tonnage was 8,246.
- Year to Date the tonnage was 37,832.

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

- a. Monthly reports – May.

- Fund 4150 revenue per the Munis report was \$913,996 and showed a net operating gain of \$88,804. The ending fund balance was \$4,339,511.
- Fund 4010 total expenses \$367,406.
- 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 \$825,192 for the month of May. Motion carried.

- XII. Staff Discussion.

- a. Rocky Lyon updated the Commissioners about the rate increase. The new rates will begin on Monday, July 1, 2024. Solid waste staff will work over the weekend to make sure any updates needed are made.

XIII. Announcements – None.

XIV. Adjournment – With no further business, motion by Scott J. Brummer, and second by Lindsey R. Pollock, DVM, to adjourn the meeting at 1:38 pm.

Respectfully submitted,

*Karen Hirte*

Karen Hirte  
Solid Waste Utility, Administrative Assistant

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

**Lewis County Litter Crew**

Supervisor Hours		47
Crew Hours		94
Road Miles		39
Weight (Pounds)		2,260
Other Item Fees (TV, Tires and Appliances)	\$	50
Total Disposal Fees	\$	187
Public Works Roads Clean-Up	\$	-

**Illegal Dumpsites**

Supervisor Hours		10
Crew Hours		10
Dumpsites Cleaned		3
Weight (Pounds)		660
Other Item Fees (TV, Tires and Appliances)	\$	-
Total Disposal Fees	\$	52

**Lewis County Contracted Litter Crew: Roadside**

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

**Interchanges and Intersections**

Hours		69
Weight (Pounds)		100
Other Item Fees (TV, Tires and Appliances)	\$	-
Total Labor and Disposal Fees	\$	1,510

**Volunteer Litter Clean-up**

Hours		35
Weight (Pounds)		-
Bags Collected		86
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
<b>Lewis County Litter Crew</b>													
Supervisor Hours Litter	38	51	51	51	54	47	-	-	-	-	-	-	291
Crew Hours	77	101	105	101	109	94	-	-	-	-	-	-	587
Road Miles	47	43	61	62	54	39	-	-	-	-	-	-	306
Road side disposal weight	2,700	2,140	2,321	2,420	2,160	2,260	-	-	-	-	-	-	14,001
Disposal Fees	\$ 184	\$ 172	\$ 204	\$ 192	\$ 193	\$ 187	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,131
Public Works Roads Clean-Up	\$ -	\$ 335	\$ 15	\$ 15	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 380
<b>Illegal Dumpsites</b>													
Supervisor Hours	19	14	28	32	18	10	-	-	-	-	-	-	120
Crew Hours	37	28	53	63	35	10	-	-	-	-	-	-	226
Dumpsites Cleaned	6	5	8	9	5	3	-	-	-	-	-	-	36
Pounds	2,480	1,380	3,800	2,980	2,040	660	-	-	-	-	-	-	13,340
Disposal and labor Fees	\$ 208	\$ 84	\$ 508	\$ 491	\$ 288	\$ 52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,630
<b>Lewis County Contracted Litter Crew: Roadside</b>													
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
<b>Interchanges and Intersections</b>													
Hours	69	69	69	69	69	69	-	-	-	-	-	-	414
Pounds of Litter Picked Up	2,040	900	795	1,230	1,635	100	-	-	-	-	-	-	6,700
Pounds of Recycling Picked Up	-	-	180	125	135	125	-	-	-	-	-	-	565
Labor and Disposal Fees	\$ 1,510	\$ 1,510	\$ 1,510	\$ 1,510	\$ 1,510	\$ 1,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,062
Interchanges cleaned:													
<b>Volunteer Litter Clean-up Work</b>													
Hours	91	49	79	112	57	35	-	-	-	-	-	-	421
Pounds of Litter Picked Up	165	-	-	-	-	-	-	-	-	-	-	-	165
Bags Collected	311	147	104	119	101	86	-	-	-	-	-	-	867
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Centralia Volunteers: 39 volunteers, 34.5 hours, picked up 86 bags of litter  
 Chehalis Volunteers: 18 bags of litter picked up  
 Lewis County Volunteers: None reported

Illegal Dumpsites cleaned				
Road & Mile Post	Pounds	Other	Other Fees	# of Sites
Teitzel Rd. MP 1	120	- \$	-	1
Antrim Rd. MP 1/2	120	- \$	-	1
Little Falls Cemetery (Vader)	420	- \$	-	1
	660	- \$	-	3

Totals may not foot due to rounding.



# Solid Waste Disposal District #1

## Fund 4150 Monthly Report

### For the Month of June 2024

**Beginning Fund 4150 Balance \$ 4,339,511**

**Revenue:**

Solid Waste Sales and Services	1,359,940	99.64%
Late Fees	180	0.01%
Accounts Receivable	-	0.00%
Misc. Non-Operating	-	0.00%
Over / Short	(3)	0.00%
Recycling/Miscellaneous Revenue	<u>4,769</u>	0.35%
<b>Total Revenue</b>	<b>1,364,886</b>	<b>100.00%</b>

**Expenses:**

Business and Occupational Service Tax	14,271	1.84%
Refuse Tax	13,791	1.78%
Professional Services and Supplies	-	0.00%
Building / Facility Rent	52,859	6.82%
Hauling and Disposal	413,062	53.33%
Host Fee	16,750	2.16%
Monthly Payment to Fund 4010	<u>263,869</u>	34.07%
<b>Total Expenses</b>	<b><u>774,602</u></b>	<b>100.00%</b>

**Net Operating Gain 590,284**

**Ending Fund 4150 Balance \$ 4,929,795**

*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.*

*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 YEAR TO DATE BUDGET REPORT**

50% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	Yearend	YTD TOTALS	BUDGET	% YTD/Budget
<b>Revenue:</b>																
Solid Waste Sales and Services	\$ 349,659	\$ 750,561	\$ 822,837	\$ 704,408	\$ 903,992	\$ 1,359,940	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,891,398	\$ 8,710,000	56.16%
Late Fees paid by Customers	150	100	50	170	50	180	-	-	-	-	-	-	-	700	1,800	38.89%
Petty Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Over/Short	17	(2)	(4)	2	(7)	(3)	-	-	-	-	-	-	-	3	-	0.00%
Misc. Non-Operating	-	-	-	-	200	-	-	-	-	-	-	-	-	200	-	0.00%
Recycling/Misc. Revenue	3,746	8,068	8,107	12,693	9,761	4,769	-	-	-	-	-	-	-	47,144	75,000	62.86%
<b>Total Revenue</b>	<b>\$ 353,572</b>	<b>\$ 758,727</b>	<b>\$ 830,990</b>	<b>\$ 717,273</b>	<b>\$ 913,996</b>	<b>\$ 1,364,886</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,939,444</b>	<b>\$ 8,786,800</b>	<b>56.21%</b>
<b>Expenses:</b>																
Refuse Tax	\$ 9,596	\$ 11,482	\$ 12,900	\$ 14,007	\$ 13,908	\$ 13,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,685	\$ -	0.00%
Business and Occupation Tax	12,392	13,263	13,894	16,074	15,176	14,271	-	-	-	-	-	-	-	85,070	152,457	55.80%
Professional Services	-	-	154	-	187	-	-	-	-	-	-	-	-	341	6,000	5.68%
*Building/Facility Rent	52,859	52,859	52,859	52,859	52,859	52,859	-	-	-	-	-	-	-	317,154	634,308	50.00%
Hauling and Disposal	346,901	382,933	435,533	444,424	434,910	413,062	-	-	-	-	-	-	-	2,457,763	4,725,375	52.01%
Host Fee	16,750	16,750	16,750	16,750	16,750	16,750	-	-	-	-	-	-	-	100,500	201,000	50.00%
Utility Fund Contracted Services	243,066	234,489	329,549	484,622	291,402	263,869	-	-	-	-	-	-	-	1,846,997	3,761,850	49.10%
<b>Total Expenses</b>	<b>\$ 681,564</b>	<b>\$ 711,776</b>	<b>\$ 861,639</b>	<b>\$ 1,028,736</b>	<b>\$ 825,192</b>	<b>\$ 774,602</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,883,509</b>	<b>\$ 9,480,990</b>	<b>51.51%</b>
<b>Net Operating Gain/(Loss)</b>	<b>\$ (327,992)</b>	<b>\$ 46,951</b>	<b>\$ (30,649)</b>	<b>\$ (311,463)</b>	<b>\$ 88,804</b>	<b>\$ 590,284</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,935</b>		

*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 June 2024

**Revenue:**

Grants	-	0.00%
Reimbursement for Litter Program	-	0.00%
Misc Revenue	-	0.00%
Insurance Recovery	-	0.00%
Rent From Disposal District	1,859	0.70%
Payment From Disposal District	263,869	99.30%
<b>Total Revenue</b>	<b>265,728</b>	<b>100.00%</b>

**Expenses:**

Admin and Transfer Station Programs		
Salaries and Fringe Benefits	130,428	49.08%
Supplies / Small Tools / Equipment	4,214	1.59%
Fuel Consumed	11,635	4.38%
Professional Services	12,942	4.87%
Utilities	2,344	0.88%
Miscellaneous	365	0.14%
Equipment Rental	600	0.23%
Interfund Equipment	-	0.00%
Interfund Charges	45,286	17.04%
Crane and Site Maintenance	2,852	1.07%
Training / Travel / Subscription	996	0.37%
Recycling Program	19,162	7.21%
Litter Program	14,070	5.29%
Code Compliance Program	-	0.00%
Nuisance Abatement	-	0.00%
Homeless Camp Clean Up Program	-	0.00%
Landfill Closure Program	2,296	0.86%
Moderate Risk Waste Program	18,538	6.98%
Capital Improvements	-	0.00%
<b>Total Expenses</b>	<b>265,728</b>	<b>100.00%</b>

**Net Operating Income**    \$                                      -

<b>Reserve Balances:</b>	
Nuisance Abatement	\$        114,876
Solid Waste Equipment (2024)	50,000
Capital (2010 to 2023)	895,854
<b>Total Reserve Balances</b>	<b>\$        1,060,730</b>

*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 YEAR TO DATE BUDGET REPORT**

50% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	Yearend	YTD TOTALS	BUDGET	% YTD/Budget
<b>Revenue:</b>																
Department of Ecology Grants	\$ -	\$ -	\$ -	\$ -	\$ 37,419	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,419	\$ 150,000	24.95%
Litter Grant	-	-	-	-	36,725	-	-	-	-	-	-	-	-	36,725	143,000	25.68%
Rent From Disposal District	1,859	1,859	1,859	1,859	1,859	1,859	-	-	-	-	-	-	-	11,154	22,308	50.00%
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	291,402	263,869	-	-	-	-	-	-	-	1,846,997	3,761,850	49.10%
<b>Total Revenue</b>	<b>\$ 244,925</b>	<b>\$ 236,348</b>	<b>\$ 331,408</b>	<b>\$ 522,316</b>	<b>\$ 367,406</b>	<b>\$ 265,728</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,968,131</b>	<b>\$ 4,349,922</b>	<b>45.25%</b>
<b>Expenses:</b>																
Salary and Benefits	\$ 130,833	\$ 129,536	\$ 130,381	\$ 130,540	\$ 132,935	\$ 130,428	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 784,652	\$ 1,663,270	47.18%
Supplies/Small Tools and Equipment	2,386	7,572	2,352	2,694	3,733	4,214	-	-	-	-	-	-	-	22,951	65,500	35.04%
Fuel Consumed	-	4,263	4,520	7,677	5,507	11,635	-	-	-	-	-	-	-	33,602	70,000	48.00%
Professional Services	21,832	25,700	12,428	15,964	47,743	12,942	-	-	-	-	-	-	-	136,609	578,737	23.60%
Utilities	359	1,097	2,301	2,141	2,055	2,344	-	-	-	-	-	-	-	10,297	36,000	28.60%
Miscellaneous	1,665	2,656	857	2,471	1,831	365	-	-	-	-	-	-	-	9,845	23,795	41.37%
Equipment Rental	600	11,923	2,886	750	4,096	600	-	-	-	-	-	-	-	20,855	20,250	102.99%
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	131,604	0.00%
Interfund Charges	-	-	28,291	-	18,858	45,286	-	-	-	-	-	-	-	92,435	186,444	49.58%
Crane and Site Maintenance	5,250	10,865	36,383	9,876	20,529	2,852	-	-	-	-	-	-	-	85,755	234,455	36.58%
Training and Travel	-	-	-	-	-	996	-	-	-	-	-	-	-	996	1,445	68.93%
Recycling Program	11,486	12,969	13,100	18,056	25,436	19,162	-	-	-	-	-	-	-	100,209	249,428	40.18%
Landfill Closure	1,458	4,455	49,311	8,210	74,955	2,296	-	-	-	-	-	-	-	140,685	73,828	190.56%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Homeless Camp Clean Up Program	-	-	757	379	380	-	-	-	-	-	-	-	-	1,516	27,000	5.61%
Litter Program	10,488	9,614	27,926	30,759	17,018	14,070	-	-	-	-	-	-	-	109,875	279,382	39.33%
Moderate Risk Waste	8,568	15,698	19,915	14,151	12,330	18,538	-	-	-	-	-	-	-	89,200	241,371	36.96%
Capital Improvements/Repairs	-	-	-	278,648	-	-	-	-	-	-	-	-	-	278,648	325,000	85.74%
<b>Total Expenses</b>	<b>\$ 194,925</b>	<b>\$ 236,348</b>	<b>\$ 331,408</b>	<b>\$ 522,316</b>	<b>\$ 367,406</b>	<b>\$ 265,728</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,918,128</b>	<b>\$ 4,307,509</b>	<b>44.53%</b>
<b>Net Operating Gain/(Loss)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>		

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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