

# LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA

## Regular Meeting

Meeting Date: Monday March 22, 2021 Meeting Time 1:30 P.M.  
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes February 22, 2021 Regular Meeting
- IV. Public Hearing
- V. Board Measures and Proposals
- VI. Transfer Station Operations
  - a. Community Litter Program Report
  - b. Transfer Station Tonnages
  - c. Recycling Update
- VII. Financial Reports
  - a. Income Statement Year-End 2020
  - b. Monthly Income Statement February 2021
- VIII. Miscellaneous Reports
- IX. Approve Transfers from the Disposal District #1 Fund

Total payment for Year End 2020 operational expenses to Solid Waste Fund 401	\$ 113,077
<b>2020 Year-End Expense Total</b>	<b>\$ 113,077</b>

Total payment to Expense for Centralia Transfer Station	
Facility Rent for the month of February 2021	\$ 51,000
Total payment to Solid Waste Fund 401 for East Lewis County Transfer	
Station Facility Rent for the month of February 2021	\$ 1,859
Total payment for February 2021 operational expenses to Solid Waste Fund 401	\$ 163,668
Payment to Dietrich Trucking/Wasco County Landfill for February 2021 hauling/disposal	\$ 295,526
Payment to City of Centralia for February 2021 host fee	\$ 16,750
Payment to Department of Revenue for February 2021 taxes	\$ 17,714
Payment for February 2021 credit card fee	\$ 3,650
<b>February 2021 Expense Total</b>	<b>\$ 550,167</b>

- X. Staff Discussion
  - a. Voucher Program Planning – Update
  - b. Feasibility Study – Update
- XI. Announcements
  - a. Wasco/Waste Connections - Hauling/Disposal Contract Extension
- XII. Adjournment

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# SOLID WASTE DISPOSAL DISTRICT MEETING

Monday, March 22, 2021 at 1:30 p.m.

In the effort to keep the public and the county employees safe during the COVID-19 outbreak, Lewis County is still providing a virtual option to attend.

Please see below:

**ONLINE** Attend the meeting via Zoom Meeting at <https://zoom.us/j/93204847215>. The passcode is 161490.

**BY PHONE** To attend by phone, call 888-475-4499. The meeting ID is 93204847215, and the passcode is 085336.

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**LEWIS COUNTY  
SOLID WASTE DISPOSAL DISTRICT #1  
Regular Meeting  
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA  
February 22, 2021**

- I. The meeting was called to order by Disposal District New Chair Sean Swope at 1:30 p.m., Monday, February 22, 2021. Those in attendance were:

Sean Swope	Lewis County Commissioner
Lindsey Pollock	Lewis County Commissioner
Gary Stamper	Lewis County Commissioner
Terry Harris	SWAC, Chair
Tom Rupert	Lemay/Waste Connections
Edna Fund	Centralia Citizen
Josh Metcalf	Director, Lewis County Public Works
Greg Gachowsky	Manager, Lewis County Solid Waste (LCSW)
Melanie Case	Recycling Program Coordinator (LCSW)
Karen Hirte	Administrative Assistant (LCSW)

- II. Verified quorum is present.
- III. Minutes from Regular Meeting of January 25, 2021  
***Motion by Gary Stamper and seconded by Lindsey Pollock to approve minutes of the January 25, 2021 regular meeting. Motion carried.***
- IV. Public Hearing – None
- V. Board Measures and Proposals – None
- VI. Transfer Station Operations
- A. Community Litter Program Report – 11 illegal dumpsites reported. Utility is still unable to access offender labor to conduct normal litter control program. Still seeing many tires at illegal dump sites.
  - B. Transfer Station Tonnages – Provided a new monthly tonnage-tracking format that compares previous year to current monthly tonnage, and customer counts.
  - C. Host Fee Report – This will be last Host Fee Report for 2021 since there is no free tonnage per the terms of the Host Fee Agreement.
  - D. Recycling Update – *Recycle Reset* continues and commingled will be removed from county transfer stations starting March 1. Noticing an amount of customers in recycling area disposing of garbage. Utility believes these folks are abusing the transfer station and are not simply “confused” on how to recycle.
- VII. Miscellaneous Reports – None
- VIII. Financial Reports
- A. 2020 Year-end Disposal District and Utility Income Statements – The District’s statement showed \$39,507 in expenses from 2020, and the ending balance of District Fund 415 was \$3,203,068. Remaining expenses from 2020 were related to State Auditor Fees, inter-fund transfers from Code Compliance (Public Health), hazardous waste disposal costs, and 2 lingering invoices from landfill sampling analysis from earlier in 2020.
  - B. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility  
***Motion by Gary Stamper and seconded by Lindsey Pollock to approve payments and transfers in the amount of \$38,002. Motion carried.***
  - C. Disposal District and Utility Income Statements – The District’s statement showed a net operating loss of (\$74,482) for January 2021, and the ending balance of District Fund 415 was \$3,168,093. Increased expenditures are related to one-time annual costs for software support for the Utility’s scale software and a large recycling outreach effort. In January of each year, \$50,000 is placed into the Utility Crane Reserve for heavy equipment replacement (excavators).

- D. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility  
***Motion by Gary Stamper and seconded by Lindsey Pollock to approve payments and transfers in the amount of \$884,287. Motion carried.***

IX. Staff Discussion

- A. Voucher Program Planning – Greg shared figures related to the last 5 years of the residential free disposal voucher program. Only a single-digit percentage of households in the county actually participate in the program. However, the Utility shoulders the entirety of the costs related to the program, including \$68,800 in disposal costs in 2019. Suggestion was made to consider transitioning the current program into a partnership with incorporated areas where the Utility would provide disposal of bulky items (yard waste, tires, and appliances) covered under an Ecology grant. All three Commissioners posed different suggestions and asked questions about the legitimacy of the current program. The Commissioners looked to their SWAC for a recommendation on the future of the voucher program.

X. Announcements – None

With no further business, ***Motion by Lindsey Pollock and seconded by Gary Stamper to adjourn the meeting at 2:45 p.m.***

Respectfully submitted,

Greg Gachowsky  
Solid Waste Utility Manager

**COMMUNITY LITTER CLEANUP PROGRAM  
2021**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS
<b>Lewis County Litter Crew</b>													
Supervisor Hours Litter	0.00	0.00											0.00
Supervisor Hours Illegal dumping	35.50	41.00											76.50
Road Miles	0.00	0.00											0.00
Crew Hours (supervisor)	35.50	41.00											76.50
Road side disposal weight	0.00	0.00											0.00
Disposal Fees	\$0.00	\$0.00											\$0.00
<b>Illegal Dumpsites</b>													
Dumpsites Cleaned	13.00	12.00											25.00
Pounds	4,120.00	3,980.00											8,100.00
Fees	\$192.07	\$185.55											\$377.62
Other item fees (tires, TVs, appliances)	\$255.00	\$152.00											\$407.00

**DUMP SITES CLEANED UP IN FEBRUARY**

Road & Mile Post	Pounds	Other	Fee for Other	Number of Sites
Blair Rd MP.5	660.00	8 tires	\$24.00	2
Elk Creek Rd MP 2	320.00	5 tires on rim	\$25.00	1
Stowell RD MP .25	460.00			1
Jackson Hwy. MP 11	340.00	3 tires on rim	\$15.00	1
Ingalls Rd MP .75	280.00	2 tires on rim	\$10.00	1
Birley Rd MP 1	100.00			1
Longbell Rd MP 4.5	440.00			1
Wildwood Rd MP 2	220.00	6 tires on rim	\$30.00	1
Airport Rd MP 1	320.00			1
Little Hanaford Road	340.00	3 tires on rim 1 refrigerator; 2 tires on rim	\$15.00	1
Bill Creek Rd MP .25	500.00		\$33.00	1
	<b>3,980.00</b>		<b>\$152.00</b>	12.00

No new illegal dumpsite locations picked up this month. All are previously cleaned up sites.

Blair Road had two separate illegal dumps cleaned up near the same mile post on the same day.

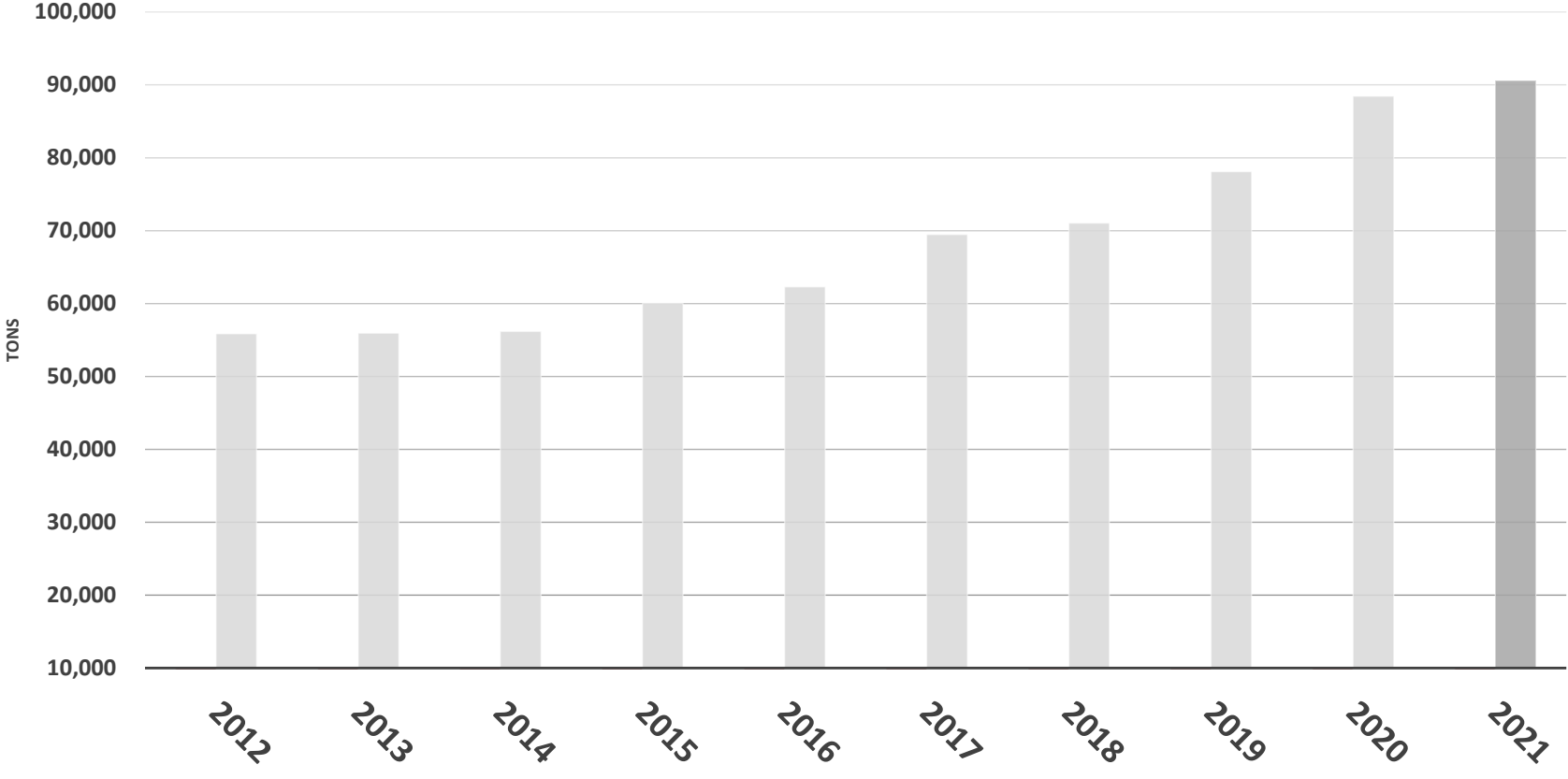
Month	Central Transfer Station		East Lewis County Transfer Station		2021 Total
	2020	2021	2020	2021	
January	5,610	6,263	588	647	6,910
February	5,112	5,156	691	567	5,723
March	5,719		707		0
April	5,840		812		0
May	5,832		769		0
June	6,486		839		0
July	7,487		815		0
August	7,083		946		0
September	6,944		853		0
October	6,703		839		0
November	5,958		611		0
December	6,682		657		0
<b>Total Tonnage</b>	<b>75,456</b>	<b>11,419</b>	<b>9,127</b>	<b>1214</b>	<b>12,633</b>

Estimated Tonnage for 2021: 90,700  
 Actual Tonnage/Estimated Tonnage 14%

Monthly Tonnage Comparison: February  
 2020 5,803  
 2021 5,723  
 -1% Difference

Customer Count Comparison: February  
 2020 8422  
 2021 7604  
 -10% Difference

### Annual Tonnage - Lewis County Solid Waste Utility



\*2021 is an estimated tonnage

# Solid Waste Disposal District #1

## Year-end 2020

### Income Statement

**Beginning Fund 415 Balance** **\$3,203,068**

**Revenue:**

Cash-Check Customers	\$0	#DIV/0!
Credit Card-EFT Customers	0	#DIV/0!
SW Account Customers	0	#DIV/0!
Recycling/Miscellaneous Revenue	<u>0</u>	#DIV/0!
<b>Total Revenue</b>	<b>\$0</b>	<b>#DIV/0!</b>

**Expenses:**

Business & Occupational Service Tax	\$0	0.00%
Refuse Tax	0	0.00%
Professional Services & Supplies	0	0.00%
Grant for Non-Profit Group	0	0.00%
Building/Facility Rent	0	0.00%
Hauling & Disposal	112,808	99.76%
Credit Card Fees	0	0.00%
Host Fee	0	0.00%
*Monthly Payment to Fund 401	269	0.24%
<b>Total Expenses</b>	<b>\$113,077</b>	<b>100.00%</b>

**Net Operating Income <LOSS>**

**(\$113,077)**

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**Ending Fund Balance**

**\$3,089,991**

\* Next page shows detailed listing of monthly transfer.

Note: Incurred expenses were calculated based on our reported out-bound tonnage.  
This interim report is unaudited and intended for management purposes only.



**SOLID WASTE DISPOSAL DISTRICT  
2020**

**100% OF YEAR ELAPSED**

	January	February	March	April	May	June	July	August	September	October	November	December	Year-end	YTD TOTALS	BUDGET	%YTD/Budget
<b>Revenue:</b>																
Cash-Check Customers	70,760.31	82,392.56	62,365.70	63.40	0.00	22,840.83	83,745.82	103,039.42	100,948.56	102,052.91	83,891.47	95,111.54	0	807,212.52	627,768.00	128.58%
Credit Card-EFT Customers	113,766.87	140,582.64	178,072.04	277,537.09	270,528.13	273,770.22	233,438.49	233,195.98	217,903.73	200,632.88	156,866.76	170,281.40	0	2,466,576.23	2,644,152.00	93.28%
SW Account Customers	395,541.59	351,602.07	361,756.11	360,145.72	391,702.95	416,757.40	494,912.05	452,700.10	418,207.87	474,151.46	542,394.49	577,585.15	0	5,237,456.96	4,907,880.00	106.72%
Late Fees paid by Customers	30.00	170.00	129.97	70.00	50.00	40.00	80.00	130.00	80.00	60.00	120.00	125.00	0	1,084.97	1,000.00	108.50%
Recycling/Misc Revenue	1,779.09	3,936.40	6,032.20	4,799.65	4,458.25	479.85	10,025.60	7,443.10	4,791.00	4,317.90	8,513.15	7,936.26	0	64,512.45	65,000.00	99.25%
	<b>581,877.86</b>	<b>578,683.67</b>	<b>608,356.02</b>	<b>642,615.86</b>	<b>666,739.33</b>	<b>713,888.30</b>	<b>822,201.96</b>	<b>796,508.60</b>	<b>741,931.16</b>	<b>781,215.15</b>	<b>791,785.87</b>	<b>851,039.35</b>	<b>0</b>	<b>8,576,843.13</b>	<b>8,245,800.00</b>	<b>104.01%</b>
<b>Expenses:</b>																
Credit Card Fees	2,929.94	3,249.55	4,424.30	7,095.41	6,979.75	6,894.10	5,729.26	6,142.96	5,494.49	4,964.42	4,117.64	4,478.84	0	62,500.66	66,000.00	94.70%
Refuse Tax	7,310.61	8,786.10	9,434.31	10,501.71	10,698.91	11,087.33	12,383.74	13,051.36	12,093.21	11,579.18	9,495.63	11,154.39	0	127,576.48	0.00	
Grant for Non-Profit Groups	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,090.91	0.00	143.59	0.00	0.00	0	1,234.50	2,000.00	61.73%
Business & Occupation Tax	8,618.54	8,548.53	8,983.82	11,061.80	11,480.50	12,298.97	14,172.14	13,710.31	12,772.36	13,467.91	13,689.86	14,707.05	0	143,511.79	145,437.00	98.68%
Professional Services & Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,241.85	0	3,241.85	1,300.00	249.37%
*Building/Facility Rent	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	52,859.00	0	634,308.00	634,308.00	100.00%
Hauling / Disposal	321,721.65	285,055.15	325,014.70	342,984.80	340,338.34	377,692.49	428,061.03	414,897.31	401,095.31	388,766.20	337,602.88	553,599.05	112,808	4,629,637.16	4,637,725.00	99.83%
Host Fee	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	18,750.00	0	225,000.00	225,000.00	100.00%
Utility Fund Contracted Services	241,584.40	146,682.38	200,345.64	126,946.41	238,233.04	202,631.95	142,710.00	161,259.00	205,336.00	244,601.49	208,512.00	461,811.82	269	2,580,923.13	2,857,568.00	90.32%
	<b>653,774.14</b>	<b>523,930.71</b>	<b>619,811.77</b>	<b>570,199.13</b>	<b>679,339.54</b>	<b>682,213.84</b>	<b>674,665.17</b>	<b>681,760.85</b>	<b>708,400.37</b>	<b>735,131.79</b>	<b>645,027.01</b>	<b>1,120,602.00</b>	<b>113,077</b>	<b>8,407,933.57</b>	<b>8,569,338.00</b>	<b>98.12%</b>
<b>Net Operating Income/Loss</b>	<b>(71,896.28)</b>	<b>54,752.96</b>	<b>(11,455.75)</b>	<b>72,416.73</b>	<b>(12,600.21)</b>	<b>31,674.46</b>	<b>147,536.79</b>	<b>114,747.75</b>	<b>33,530.79</b>	<b>46,083.36</b>	<b>146,758.86</b>	<b>(269,562.65)</b>	<b>(113,077)</b>	<b>168,909.56</b>		

**This spreadsheet is intended to compare the Solid Waste Disposal District YTD totals to the Solid Waste Disposal District budget. Fund 415 balance can be found on the Solid Waste Disposal District Income Statement.**

**\*Breakdown of building/facility rent:** CTS monthly rent is \$51,000 and the ELCTS monthly rent is \$1859. CTS monthly rent payments increased from \$38,700 to \$51,000 in Jan. 2010. \$38,700 goes toward a bond payment and \$12,300 is reserved in Solid Waste Fund 401 for capital improvements. Per BOCC Resolution #11-439, when the bond is fully paid in Dec. 2024, the entire \$51,000 payment will be reserved in the Solid Waste capital improvement reserve.

## Solid Waste Utility Year-end 2020 Income Statement

### Revenue:

Grants	\$0	0.00%
Reimbursement for Litter Program	0	0.00%
Misc Revenue	0	0.00%
Rent From Disposal District	0	0.00%
Payment From Disposal District	269	100.00%
<b>Total Revenue</b>	<b>\$269</b>	<b>100.00%</b>

### Expenses:

Admin & Transfer Station Programs		
Salaries & Fringe Benefits	\$0	0.00%
Supplies/Small Tools & Equipment	0	0.00%
Fuel Consumed	0	0.00%
Professional Services	0	0.00%
Utilities	0	0.00%
Miscellaneous	0	0.00%
Equipment Rental	0	0.00%
ER&R Interfund	0	0.00%
Interfund	0	0.00%
Crane & Site Maintenance	0	0.00%
Training / Travel / Subscription	0	0.00%
Recycling Program	0	0.00%
Litter Program	0	0.00%
Code Compliance Program	0	0.00%
Nuisance Abatement	0	0.00%
Landfill Closure Program	269	100.00%
Moderate Risk Waste Program	0	0.00%
Capital Improvements	0	0.00%
<b>Total Contracted Service Expense</b>	<b>\$269</b>	<b>100.00%</b>

NET INCOME <LOSS> \$0

Code Compliance	114,876
Crane Reserve	192,418
Capital Reserve(2010 to 2020)	453,054
Landfill Closure	287,993
<b>Available Reserve Balance</b>	<b>\$1,048,341</b>

**SOLID WASTE UTILITY  
2020**

100% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	Year-end	YTD TOTALS	BUDGET	%YTD/Budget
<b>Revenue:</b>																
WRRED & LSWFA Grant	0.00	0.00	0.00	2,849.88	0.00	0.00	7,806.09	0.00	0.00	9,864.02	0.00	20,482.27	0	41,002.26	9,500.00	431.60%
Litter Grant	0.00	0.00	0.00	13,250.75	0.00	0.00	13,189.74	0.00	0.00	10,599.77	0.00	7,609.74	0	44,650.00	44,650.00	100.00%
Rent From Disposal District	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	1,859.00	0	22,308.00	22,308.00	100.00%
Misc Revenue	168.59	0.00	0.00	0.00	62.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	231.34	400.00	57.84%
Reimbursement from Litter Crew	0.00	0.00	0.00	10,042.46	0.00	0.00	10,777.18	0.00	0.00	12,858.03	0.00	16,386.96	0	50,064.63	134,792.00	37.14%
Payment From Disposal District	241,584.40	146,682.38	200,345.64	126,946.41	238,233.04	202,631.95	142,710.00	161,259.00	205,336.00	244,601.49	208,512.00	423,809.82	269	2,542,921.13	2,857,568.00	88.99%
	243,611.99	148,541.38	202,204.64	154,948.50	240,154.79	204,490.95	176,342.01	163,118.00	207,195.00	279,782.31	210,371.00	470,147.79	269	2,701,177.36	3,069,218.00	88.01%
<b>Expenses:</b>																
Salary & Benefits	130,184.08	94,775.78	97,084.22	95,804.93	100,444.17	94,133.01	102,677.67	100,137.00	98,012.00	99,289.12	103,665.73	106,572.12	0	1,222,779.83	1,236,559.00	98.89%
Supplies/Small Tools & Equipment	25,105.09	2,426.54	13,751.45	2,957.46	2,622.28	2,013.65	2,561.08	2,491.00	1,418.00	4,158.30	1,148.26	5,987.70	0	66,640.81	74,850.00	89.03%
Fuel Consumed	42.80	86.78	265.92	30.99	0.00	3,347.35	5,365.68	34.00	54.00	36.47	0.00	7,682.25	0	16,946.24	19,000.00	89.19%
Professional Services	14,605.06	5,699.38	13,070.60	9,177.46	21,281.21	14,001.62	4,664.19	19,394.00	40,644.00	18,819.31	28,177.35	49,242.89	0	238,777.07	415,867.00	57.42%
Utilities	75.00	2,659.39	4,977.23	1,123.08	2,052.91	2,111.73	1,750.01	2,189.00	1,735.00	2,461.16	2,273.03	5,834.40	0	29,241.94	28,915.00	101.13%
Miscellaneous	245.40	1,798.01	2,099.70	90.80	180.80	313.80	80.80	91.00	2,074.00	2,024.44	174.63	4,831.88	0	14,005.26	12,804.00	109.38%
Equipment Rental	1,825.86	1,097.93	1,467.93	727.93	7,093.77	1,112.93	822.93	1,113.00	1,113.00	1,112.93	1,366.93	385.00	0	19,240.14	20,200.00	95.25%
Equipment Rental Interfund	0.00	0.00	0.00	0.00	54,408.00	10,701.00	10,701.00	0.00	0.00	33,006.00	10,701.00	12,507.00	0	132,024.00	132,024.00	100.00%
Interfund	0.00	0.00	0.00	0.00	15,367.43	38,892.24	0.00	5,789.00	0.00	40,083.96	7,490.12	49,689.49	0	157,312.24	150,348.00	104.63%
Crane & Site Maintenance	3,124.76	18,516.64	19,243.82	11,215.81	5,881.60	3,209.08	3,465.12	1,267.00	11,819.00	18,821.48	6,937.59	16,562.92	0	120,064.82	122,500.00	98.01%
Training / Travel / Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	684.29	0	684.29	1,106.00	61.87%
Recycling Program	10,441.27	11,169.99	13,929.71	8,150.82	11,123.19	11,485.24	17,685.45	11,759.00	8,634.00	9,416.17	15,014.77	35,193.33	0	164,002.94	149,255.00	109.88%
Landfill Closure	0.00	962.76	6,157.57	4,368.31	897.39	2,590.99	6,666.63	1,028.00	545.00	488.04	412.78	33,893.79	269	58,280.15	74,300.00	78.44%
Code Compliance Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00	75,000.00	0	100,000.00	100,000.00	100.00%
Nuisance Abatement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00%
Litter Program	6,317.34	6,417.34	6,356.83	6,363.31	11,608.85	8,211.11	8,994.28	6,348.00	6,322.00	9,783.03	7,462.79	10,537.19	0	94,722.07	179,458.00	52.78%
Moderate Risk Waste	1,645.33	2,930.84	23,799.66	14,937.60	7,193.19	12,367.20	10,907.17	11,478.00	34,825.00	15,281.90	25,545.63	35,526.54	0	196,438.06	235,132.00	83.54%
Capital Improvements/Repairs	0.00	15,346.00	0.00	0.00	0.00	9,294.11	0.00	0.00	0.00	0.00	0.00	20,017.00	0	44,657.11	267,961.00	16.67%
	193,611.99	163,887.38	202,204.64	154,948.50	240,154.79	213,785.06	176,342.01	163,118.00	207,195.00	279,782.31	210,370.61	470,147.79	269	2,675,816.97	3,220,279.00	83.09%
<b>Net Operating Income/Loss</b>	50,000.00	(15,346.00)	0.00	0.00	0.00	(9,294.11)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,359.89		

Crane Reserve      Hazo Hut Improvements

Hazo Hut Improvements

50,000 FOR REPLACEMENT CRANE RESERVE      TOTAL \$192,418.22

This sheet is intended to compare Solid Waste Utility YTD totals to the Solid Waste Utility Budget.  
Fund 401 balance can be found on the Solid Waste Utility Income Statement.

# Solid Waste Disposal District #1

## February 2021

### Income Statement

<b>Beginning Fund 415 Balance</b>		<b>\$3,015,509</b>	
<b>Revenue:</b>			
SW Sales & Services	\$554,611		98.58%
Late Fees	50		0.01%
Recycling/Miscellaneous Revenue	<u>7,911</u>		1.41%
<b>Total Revenue</b>		<b>\$562,572</b>	<b>100.00%</b>
 <b>Expenses:</b>			
Business & Occupational Service Tax	\$9,705		1.76%
Refuse Tax	8,009		1.46%
Professional Services & Supplies	0		0.00%
Building/Facility Rent	52,859		9.61%
Hauling & Disposal	295,526		53.72%
Credit Card Fees	3,650		0.66%
Host Fee	16,750		3.04%
*Monthly Payment to Fund 401	163,668		29.75%
<b>Total Expenses</b>		<b>\$550,167</b>	<b>100.00%</b>
 <b>Net Operating Income &lt;LOSS&gt;</b>		 <b>\$12,405</b>	
 <b>Ending Fund Balance</b>		 <b>\$3,027,914</b>	

\* Next page shows detailed listing of monthly transfer.

Note: Incurred expenses were calculated based on our reported out-bound tonnage.  
This interim report is unaudited and intended for management purposes only.

**SOLID WASTE DISPOSAL DISTRICT  
2021**

**16.67% OF YEAR ELAPSED**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	%YTD/Budget
<b>Revenue:</b>															
SW Sales & Services	806,929	554,611											1,361,540	7,580,000	17.96%
Late Fees paid by Customers	105	50											155	1,000	15.50%
Recycling/Misc Revenue	2,666	7,911											10,578	75,000	14.10%
	809,700	562,572	0	0	0	0	0	0	0	0	0	0	1,372,273	7,656,000	17.92%
<b>Expenses:</b>															
Credit Card Fees	4,781	3,650											8,431	50,000	16.86%
Refuse Tax	11,089	8,009											19,099	0	
Business & Occupation Tax	13,976	9,705											23,681	133,980	17.67%
Professional Services	0	0											0	1,000	0.00%
Repairs & Maintenance	0	0											0	300	0.00%
*Building/Facility Rent	52,859	52,859											105,718	634,308	16.67%
Hauling / Disposal	578,276	295,527											873,803	4,304,000	20.30%
Host Fee	16,750	16,750											33,500	201,000	16.67%
Utility Fund Contracted Services	206,555	163,668											370,223	2,742,228	13.50%
	884,287	550,168	0	0	0	0	0	0	0	0	0	0	1,434,454	8,066,816	17.78%
<b>Net Operating Income/Loss</b>	<b>(74,586)</b>	12,405	0	0	0	0	0	0	0	0	0	0	<b>(62,182)</b>		

This spreadsheet is intended to compare the Solid Waste Disposal District YTD totals to the Solid Waste Disposal District budget. Fund 415 balance can be found on the Solid Waste Disposal District Income Statement.

**\*Breakdown of building/facility rent:** CTS monthly rent is \$51,000 and the ELCTS monthly rent is \$1859. CTS monthly rent payments increased from \$38,700 to \$51,000 in Jan. 2010. \$38,700 goes toward a bond payment and \$12,300 is reserved in Solid Waste Fund 401 for capital improvements. Per BOCC Resolution #11-439, when the bond is fully paid in Dec. 2024, the entire \$51,000 payment will be reserved in the Solid Waste capital improvement reserve.

# Solid Waste Utility February 2021 Income Statement

**Revenue:**

Grants	\$0	0.00%
Reimbursement for Litter Program	0	0.00%
Misc Revenue	0	0.00%
Rent From Disposal District	1,859	1.12%
Payment From Disposal District	163,668	98.88%
<b>Total Revenue</b>	<b>\$165,527</b>	<b>100.00%</b>

**Expenses:**

Admin & Transfer Station Programs		
Salaries & Fringe Benefits	\$107,822	65.14%
Supplies/Small Tools & Equipment	4,372	2.64%
Fuel Consumed	45	0.03%
Professional Services	9,525	5.75%
Utilities	441	0.27%
Miscellaneous	189	0.11%
Equipment Rental	1,113	0.67%
ER&R Interfund	0	0.00%
Interfund	0	0.00%
Crane & Site Maintenance	14,598	8.82%
Training / Travel / Subscription	0	0.00%
Recycling Program	12,305	7.43%
Litter Program	6,500	3.93%
Code Compliance Program	0	0.00%
Nusiance Abatement	0	0.00%
Landfill Closure Program	2,184	1.32%
Moderate Risk Waste Program	6,434	3.89%
Capital Improvements	0	0.00%
<b>Total Contracted Service Expense</b>	<b>\$165,527</b>	<b>100.00%</b>

NET INCOME <LOSS> (\$0)

Code Compliance	114,876
Crane Reserve (2021)	242,418
Capital Reserve(2010 to 2020)	453,054
Landfill Closure	287,993
<b>Available Reserve Balance</b>	<b>\$1,098,341</b>

**SOLID WASTE UTILITY  
2021**

**16.67% OF YEAR ELAPSED**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	%YTD/Budget
<b>Revenue:</b>															
WRRED & LSWFA Grant	0	0											0	151,000	0.00%
Litter Grant	0	0											0	44,650	0.00%
Rent From Disposal District	1,859	1,859											3,718	22,308	16.67%
Misc Revenue	0	0											0	400	0.00%
Reimbursement from Litter Crew	0	0											0	140,292	0.00%
Payment From Disposal District	206,555	163,668											370,223	2,742,228	13.50%
	208,414	165,527	0	0	0	0	0	0	0	0	0	0	373,941	3,100,878	12.06%
<b>Expenses:</b>															
Salary & Benefits	107,128	107,822											214,950	1,300,616	16.53%
Supplies/Small Tools & Equipment	33	4,372											4,405	59,500	7.40%
Fuel Consumed	0	45											45	21,000	0.21%
Professional Services	13,360	9,525											22,885	309,300	7.40%
Utilities	384	441											825	31,200	2.64%
Miscellaneous	1,306	189											1,495	13,578	11.01%
Equipment Rental	3,552	1,113											4,665	11,740	39.74%
Equipment Rental Interfund	0	0											0	136,536	0.00%
Interfund	0	0											0	75,854	0.00%
Crane & Site Maintenance	1,058	14,598											15,656	138,388	11.31%
Training & Travel	0	0											0	2,799	0.00%
Recycling Program	17,110	12,305											29,415	153,368	19.18%
Landfill Closure	1,335	2,184											3,519	63,750	5.52%
Code Compliance Support	0	0											0	100,000	0.00%
Nuisance Abatement	0	0											0	0	0.00%
Litter Program	6,508	6,500											13,008	186,993	6.96%
Moderate Risk Waste	6,640	6,434											13,074	165,855	7.88%
Capital Improvements/Repairs	0	0											0	340,400	0.00%
	158,414	165,527	0	0	0	0	0	0	0	0	0	0	323,942	3,110,877	10.41%
<b>Net Operating Income/Loss</b>	50,000	0	0	0	0	0	0	0	0	0	0	0	50,000		

**CRANE RESERVE  
PAYMENT**

50,000 FOR REPLACEMENT CRANE RESERVE    TOTAL \$242,418

**This sheet is intended to compare Solid Waste Utility YTD totals to the Solid Waste Utility Budget.  
Fund 401 balance can be found on the Solid Waste Utility Income Statement.**

# Memo

Date: Wednesday, September 09, 2020

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Project: Lewis County Transfer Station Feasibility Study

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To: Greg Gachowsky, Solid Waste Manager

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From: Olivia Williams, Project Manager and Wendy Mifflin, Senior Planner

Subject: Site Assessment Criteria

As part of the Lewis County Transfer Station Feasibility Study, siting criteria for the preferred site for the location of a potential new transfer station are to be reviewed and confirmed.

Initial site screening would include the following:

- Site is over 5 acres in size and is vacant land or has limited buildings.
- Site is located outside of residential zoning and current zoning allows for a transfer station through a conditional use process.
- Site is outside prime agricultural lands.
- Site is outside forest designated lands.
- Site is not designated as a wetland or in the 100 year floodplain.
- Endangered and protected flora and fauna habitat are not located on the site.
- Site is not protected for historical, archeological or cultural significance.

Following initial site screening the potential sites would be individually assessed through the following weighted criteria:

- **Legal and Regulatory Requirements** – Site meets zoning and siting requirements and is outside the residential zone, prime agricultural land, FAA Airport restricted zone, forest designated area and land designated as a park.
- **Level of Service** – Site is centrally located to waste collection routes and has an estimated time/distance to the proposed site of less than 20 minutes/20 miles for the majority of system users.
- **Meets Public Safety Requirements** – Meets municipal goals for traffic and vehicles types on streets.
- **Site Size/Topography** – Site is adequately sized and has gently sloping topography suitable for transfer station construction.
- **Utility Availability** – Existing utility connections for power, water and sewer are located within one mile of the site or ability to install well with reservoir capability and septic.
- **Efficiency and Cost** – Site is a cost effective alternative that meets the Solid Waste system needs through 2050.



- **Rail Access** – Site has potential access to a rail line within 15 miles of site.

Individual sites would be ranked through the attached scoring matrix to provide a list of prioritized sites for County consideration.

Once you have had a chance to review the proposed ranking system, scoring process and weighted priority, we would propose a conference call with County staff for feedback and adjustments to the ranking criteria. We look forward to discussing with you at your convenience.