

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

### Regular Meeting

Meeting Date: Monday, May 23, 2022 Meeting Time 1:30pm  
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes April 25, 2022 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. Monthly Reports April 2022
- VIII. Miscellaneous Reports
- IX. Approve Transfers from the Disposal District #1 Fund

Total payment to Current Expense for Centralia Transfer Station	
Facility Rent for the month	\$ 51,000
Total payment to Solid Waste Fund 401 for East Lewis County Transfer Station	
Facility Rent for the month	\$ 1,859
Total payment operational expenses to Solid Waste Fund 401	\$ 171,669
Payment to Dietrich Trucking/Wasco County Landfill for hauling/disposal	\$ 404,522
Payment to City of Centralia for host fee	\$ 16,750
Payment to Department of Revenue for taxes	\$ 28,475
Professional Services & Supplies	\$ n/a
Payment for credit card fees	\$ 7,884
<b>Month of April 2022 Total</b>	<b>\$ 682,159</b>

- X. Staff Discussion
  - a. East County – Recycling services
    - Obtained pricing on mailers and survey. Waiting on Department of Ecology approval to use grant funds.
  - b. Transfer Station hours of operation
- XI. Announcements
- XII. Adjournment

# SOLID WASTE DISPOSAL DISTRICT MEETING

Monday, May 23, 2022 at 1:30 p.m.

Lewis County is providing a virtual meeting option.  
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.

## LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

### Regular Meeting

Meeting Date: Monday April 25, 2022 Meeting Time 1:30pm

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

- I. Disposal District Commissioner F. Lee Grose called the meeting to order at 1:39pm, Monday, April 25, 2022.

Those in attendance:

Lindsey Pollock	Lewis County Commissioner
F. Lee Grose	Lewis County Commissioner
Josh Metcalf	Lewis County Public Works Director
Tina Hemphill	Lewis County Public Works Deputy Director
Rocky Lyon	Lewis County Solid Waste Manager
Terry Harris	SWAC Vice Chair
Teri Lopez	Lewis County Solid Waste Administrative Assistant

- II. Quorum verified.

- III. Approve the minutes of the March 28, 2022 regular meeting.  
Motion by Lindsey Pollock and seconded by F. Lee Grose. Motion carried.

- IV. Public Hearing – None.

- V. Board Measures and Proposals – None.

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

- a. Community Litter Program Report – March.

- Litter program coordinator cleaned up 18 illegal dumpsites removing 4,880 pounds of garbage, 25 tires, 1 TV's, 1 refrigerator and 1 freezer.
- The contracted roadside litter crew cleaned 7 miles of roadside removing 1,900 pounds of litter.
- The contracted Interchanges and Intersections crew spent 64 hours removing 8,740 pounds of litter.
- Volunteers in Centralia and throughout Lewis County spent 144.5 hours removing 225 bags of litter.


- b. Transfer Station Tonnages – Total tonnage for March was 8,233 tons which is 4% more than last year. Customer count was 11,572 which is 14% less than last year.

- c. Recycling Update –

- Melanie Case, Solid Waste Recycling Coordinator prepared a presentation regarding Recycle Reset which was presented by Rocky Lyon, Solid Waste Manager.
  - Recycle Reset kicked off Jan. 1, 2021.
    - Flyers mailed to county residents/Publicity.
    - WSU Lewis County MRC Volunteers/Utility Staff in recycling areas.
    - Removal of Commingled Recycling and Plastic Recycling.
    - Source Separated: glass bottles & jars; cardboard; paper; metal.
    - Two-month grace period. No commingled/plastics after March 1.
  - March 2020 to February 2021 Commingled: Discarded: 325 tons of contaminated materials with a cost to haul & dispose of \$9,236.
  - Recycle Reset's First 12 Months reflects an overall net gain of \$17,866 with 113 tons of paper, 501 tons of metal, 306 tons of cardboard and 244 tons of glass recycled.
  - Recycle Reset Part II: Awarded \$80,000 Waste Reduction & Recycling Education Grant.
    - Summer 2022, Lid lift/Cart tagging Project with the help of LeMay/Waste Connections.

- VII. Financial Reports – Presented by Rocky Lyon, Solid Waste Manager.
- a. Monthly reports March 2022.
    - Fund 415 revenue per the Paradigm scale report was \$821,233 and showed a net operating gain of \$152,004. The ending balance was \$2,653,287.
    - Fund 401 expenses
      - Professional Services \$22,273.
      - Recycling Program had expenses totaling \$10,040 with the Litter Program having \$37,747 in costs.
      - The Moderate Risk Waste Program \$9,407.
- VIII. Miscellaneous Reports – Terry Harris expressed his concerns regarding SWAC.
- IX. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility. Motion by Lindsey Pollock and seconded by F. Lee Grose to approve payments and transfers in the amount of \$669,229 for the month of March. Motion carried.
- X. Staff Discussion – Presented by Rocky Lyon, Solid Waste Manager.
- a. East County – Recycling services.
    - Rocky and Melanie met with Tom Rupert, LeMay Enterprises Inc, District Manager.
    - Next step is for Melanie to meet with Austin Majors, Lewis County Public Information Specialist regarding a survey.
- XI. Announcements – None.
- XII. Adjournment – With no further business, Motion by Lindsey Pollock and seconded by F. Lee Grose to adjourn the meeting at 2:05pm.

Respectfully submitted,



Teri Lopez  
Solid Waste Utility, Administrative Assistant

# Solid Waste Utility #1

## Community Litter Cleanup Program Summary

### For the Month of April

**Lewis County Inmate Litter Crew (Program on Hold due to Covid)**

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

**Illegal Dumpsites**

Hours	49.00
Dumpsites Cleaned	16.00
Weight (Pounds)	4,100.00
Other Item Fees (TV, Tires & Appliances)	\$ 123.00
Total Disposal Fees	\$ 378.73

**Lewis County Contracted Litter Crew: Roadside**

Crew Hours	64.00
Road Miles	33.00
Weight (Pounds)	5,000.00
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ 258.99

**Lewis County Contracted Litter Crew: Interchanges & Intersections**

Crew Hours	-
Weight (Pounds)	-
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ -

**Volunteer Litter Clean-up**

Hours	139.50
Bags Collected	183.00
Weight (Pounds)	2,745.00
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ -

**COMMUNITY LITTER CLEANUP PROGRAM 2022**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Totals
<b>Lewis County Inmate Litter Crew</b>													
Supervisor Hours Litter	-	-	-	-	-	-	-	-	-	-	-	-	-
Supervisor Hours Illegal dumping	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Miles	-	-	-	-	-	-	-	-	-	-	-	-	-
Crew Hours	-	-	-	-	-	-	-	-	-	-	-	-	-
Road side disposal weight	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Illegal Dumpsites</b>													
Hours	42.00	47.50	52.00	49.00	-	-	-	-	-	-	-	-	190.50
Dumpsites Cleaned	16.00	15.00	18.00	16.00	-	-	-	-	-	-	-	-	65.00
Pounds	15,520.00	5,340.00	4,880.00	4,100.00	-	-	-	-	-	-	-	-	29,840.00
Disposal Fees	\$ 711.91	\$ 1,278.63	\$ 472.75	\$ 378.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,842.02
<b>Lewis County Contracted Litter Crew: Roadside</b>													
Team Hours	-	32.00	16.00	64.00	-	-	-	-	-	-	-	-	112.00
Road Miles	42.00	20.00	7.00	33.00	-	-	-	-	-	-	-	-	102.00
Pounds of Litter Picked Up	-	5,180.00	1,900.00	5,000.00	-	-	-	-	-	-	-	-	12,080.00
Disposal Fees	\$ -	\$ 276.62	\$ 98.42	\$ 258.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 634.03
Roads Cleaned: Frogner, Cousins, Brockway, Curtis Hill, Middle Fork, North Fork													
<b>Lewis County Contracted Litter Crew: Interchanges &amp; Intersections</b>													
Team Hours	-	-	64.00	-	-	-	-	-	-	-	-	-	64.00
Pounds of Litter Picked Up	-	-	8,740.00	-	-	-	-	-	-	-	-	-	8,740.00
Other Items Picked Up	-	-	7 Tires	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ 487.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 487.74
Interchanges cleaned:													
<b>Volunteer Litter Clean-up Work</b>													
Hours	62.00	75.50	144.50	139.50	-	-	-	-	-	-	-	-	421.50
Pounds of Litter Picked Up	1,832.00	1,440.00	3,330.00	2,745.00	-	-	-	-	-	-	-	-	9,347.00
Bags Collected	131.00	96.00	225.00	183.00	-	-	-	-	-	-	-	-	635.00
Disposal Fees	\$ 21.12	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36.12

**Centralia Information:** 35 groups (48 individuals), 130 bags of litter, 1,950 pounds, 121 hours  
**Lewis County volunteers:** 26 people, 53 bag, 16 miles, 795 pounds, 18.5 hours  
**Interchanges/Intersections cleaned:**  
**Lewis County Drug Court:**  
**Litter Clean-up Events:**

Note: Winlock Seventh Day Adventist Church donated safety vests, litter bags, grabbers, neon yellow and reflective shirts, and gloves to the WinVin Change Makers group.

Illegal Dumpsites cleaned in April 2022				
Road & Mile Post	Pounds	Other	Other Fees	# of Sites
Avery Rd, MP 1.5	140			1
Pleasant Valley Rd, MP 1.5	100			1
Hobson Rd, MP .5	640	6 Tires	\$ 30.00	1
Schueber Rd, MP 2	200	1 Tire	\$ 5.00	1
Halliday Rd, MP 1.5	120			1
North Military Rd, MP 1	160			1
Graf Rd, MP 3	180	1 Fridge	\$ 23.00	1
Lincoln Creek Rd, MP 5	320	3 Tires	\$ 15.00	1
Hill Creek Rd, MP .25	420	1 Tire	\$ 5.00	1
Avery Rd W, MP .5	140			1
Donahoe Rd, MP .5	200			1
Gish Rd, MP 3.5	240	6 Tires	\$ 30.00	1
Ceres Hill Rd, MP 4	420	3 Tires	\$ 15.00	2
King Rd, MP 6	400			1
Curtis Hill Rd, MP 2	420			1
	<b>4100</b>		<b>\$ 123.00</b>	<b>16</b>

**LEWIS COUNTY SOLID WASTE UTILITY 2022 - TONNAGES**

Month	Central Transfer Station		East Lewis County Transfer Station		2022 Total
	2021	2022	2021	2022	
January	7,635	6,442	647	663	7,104
February	5,156	6,265	567	635	6,899
March	7,091	7,574	832	659	8,233
April	7,033	6,921	874	678	7,598
May	6,940	-	823	-	-
June	7,339	-	992	-	-
July	9,522	-	1,091	-	-
August	7,687	-	962	-	-
September	8,034	-	922	-	-
October	6,771	-	730	-	-
November	6,729	-	673	-	-
December	5,728	-	594	-	-
<b>Total Tonnage</b>	<b>85,665</b>	<b>27,200</b>	<b>9,707</b>	<b>2,634</b>	<b>29,835</b>

Estimated Tonnage for 2022: **87,000**  
 Actual Tonnage/Estimated Tonnage: **34%**

Monthly Tonnage Comparison: April

2021	7,907
2022	8,233
<hr/>	
Difference %	4%

Customer Count Comparison: April

2021	14,123
2022	11,552
<hr/>	
Difference %	-18%

**Solid Waste Disposal District #1  
Fund 415 Monthly Report  
April 2022**

<b>Beginning Fund 415 Balance</b>	\$	<b>2,653,287</b>
<b>Revenue:</b>		
SW Sales & Services	782,138	97.89%
Late Fees	205	0.03%
Over/Short	(27)	0.00%
Recycling/Miscellaneous Revenue	16,645	2.08%
<b>Total Revenue</b>		<b>798,961</b> 100.00%
 <b>Expenses:</b>		
Business & Occupational Service Tax	15,045	2.21%
Refuse Tax	13,430	1.97%
Professional Services & Supplies	-	0.00%
Building/Facility Rent	52,859	7.75%
Hauling & Disposal	404,522	59.30%
Credit Card Fees	7,884	1.16%
Host Fee	16,750	2.46%
*Monthly Payment to Fund 401	171,669	25.17%
<b>Total Expenses</b>		<b>682,159</b> 100.00%
 <b>Net Operating Gain</b>		 <b>116,802</b>
 <b>Ending Fund Balance</b>	 \$	 <b>2,770,089</b>

Landfill Closure Reserve 287,993

\* 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 FUND 415  
2022**

**41.67% 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	268,875	306,980	821,192	782,138	-	-	-	-	-	-	-	-	2,179,185	8,900,000	24.49%
Late Fees paid by Customers	220	65	170	205	-	-	-	-	-	-	-	-	660	1,000	66.00%
Over/Short	(12)	(3)	(129)	(27)	-	-	-	-	-	-	-	-	(171)	-	-
Recycling/Misc. Revenue	-	9,645	-	16,645	-	-	-	-	-	-	-	-	26,291	80,000	32.86%
	<b>269,083</b>	<b>316,687</b>	<b>821,232</b>	<b>798,961</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,205,964</b>	<b>8,981,000</b>	<b>24.56%</b>
<b>Expenses:</b>															
Credit Card Fees	5,338	5,602	5,945	7,884	-	-	-	-	-	-	-	-	24,769	55,000	45.03%
Refuse Tax	12,106	11,926	13,380	13,430	-	-	-	-	-	-	-	-	50,842	-	-
Business & Occupation Tax	13,005	12,938	14,798	15,045	-	-	-	-	-	-	-	-	55,787	157,168	35.50%
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	3,500	0.00%
*Building/Facility Rent	52,859	52,859	52,859	52,859	-	-	-	-	-	-	-	-	211,436	634,308	33.33%
Hauling / Disposal	113,355	444,986	360,926	404,522	-	-	-	-	-	-	-	-	1,323,789	4,651,673	28.46%
Host Fee	16,750	16,750	16,750	16,750	-	-	-	-	-	-	-	-	67,000	201,000	33.33%
Utility Fund Contracted Services	216,574	221,743	204,571	171,669	-	-	-	-	-	-	-	-	814,557	2,922,914	27.87%
	<b>429,987</b>	<b>766,804</b>	<b>669,229</b>	<b>682,159</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,548,179</b>	<b>8,625,563</b>	<b>29.54%</b>
<b>Net Operating Income</b>	<b>(160,904)</b>	<b>(450,117)</b>	<b>152,004</b>	<b>116,802</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(342,215)</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 monthly report.

**\*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

## Fund 401 Monthly Report

### April 2022

**Revenue:**

Grants	-	0.00%
Reimbursement for Litter Program	16,063	8.47%
Misc Revenue	-	0.00%
Rent From Disposal District	1,859	0.98%
Payment From Disposal District	171,669	90.55%
<b>Total Revenue</b>	<b>189,591</b>	<b>100.00%</b>

**Expenses:**

Admin & Transfer Station Programs		
Salaries & Fringe Benefits	118,970	62.75%
Supplies / Small Tools / Equipment	2,589	1.37%
Fuel Consumed	-	0.00%
Professional Services	5,212	2.75%
Utilities	1,996	1.05%
Miscellaneous	65	0.03%
Equipment Rental	3,576	1.89%
ER&R Interfund	-	0.00%
Interfund	-	0.00%
Crane & Site Maintenance	137	0.07%
Training / Travel / Subscription	-	0.00%
Recycling Program	12,044	6.35%
Litter Program	30,824	16.26%
Code Compliance Program	-	0.00%
Nuisance Abatement	-	0.00%
Landfill Closure Program	2,398	1.26%
Moderate Risk Waste Program	11,780	6.21%
Capital Improvements	-	0.00%
<b>Total Contracted Service Expense</b>	<b>189,591</b>	<b>100.00%</b>

NET INCOME <LOSS>

-

Code Compliance/Nuisance Abatement	114,876
Crane Reserve (2022)	85,699
Capital Reserve (2010 to 2021)	600,654

**Total Reserve Balance** **801,229**

**SOLID WASTE UTILITY FUND 401  
2022**

41.67% 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	-	-	-	-	13,736	-	-	-	-	-	-	-	13,736	159,328	8.62%
Litter Grant	-	-	-	-	41,421	-	-	-	-	-	-	-	41,421	88,850	46.62%
Rent From Disposal District	1,859	1,859	1,859	1,859	1,859	-	-	-	-	-	-	-	9,295	22,308	41.67%
Misc. Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	400	0.00%
Reimbursement from Litter Crew	-	-	-	16,063	-	-	-	-	-	-	-	-	16,063	145,411	11.05%
Payment From Disposal District	216,574	221,743	204,571	171,669	-	-	-	-	-	-	-	-	814,557	2,922,914	27.87%
	218,433	223,602	206,430	189,591	57,016	-	-	-	-	-	-	-	895,072	3,339,211	26.80%
<b>Expenses:</b>															
Salary & Benefits	124,883	124,811	115,668	118,970	-	-	-	-	-	-	-	-	484,331	1,419,038	34.13%
Supplies/Small Tools & Equipment	3,284	1,689	2,341	2,589	-	-	-	-	-	-	-	-	9,902	60,500	16.37%
Fuel Consumed	-	51	59	-	-	-	-	-	-	-	-	-	110	30,000	0.37%
Professional Services	12,694	44,062	22,273	5,212	-	-	-	-	-	-	-	-	84,241	251,184	33.54%
Utilities	292	2,036	2,430	1,996	-	-	-	-	-	-	-	-	6,753	34,000	19.86%
Miscellaneous	1,513	515	2,045	65	-	-	-	-	-	-	-	-	4,138	16,238	25.48%
Equipment Rental	285	-	-	3,576	-	-	-	-	-	-	-	-	3,861	15,240	25.34%
Equipment Rental Interfund	-	-	-	-	-	-	-	-	-	-	-	-	-	214,416	0.00%
Interfund	-	-	-	-	-	-	-	-	-	-	-	-	-	155,212	0.00%
Crane & Site Maintenance	-	10,738	1,156	137	-	-	-	-	-	-	-	-	12,032	214,000	5.62%
Training & Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	1,553	0.00%
Recycling Program	9,163	11,470	10,040	12,044	-	-	-	-	-	-	-	-	42,715	174,303	24.51%
Landfill Closure	1,442	1,674	3,264	2,398	-	-	-	-	-	-	-	-	8,778	113,804	7.71%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Litter Program	6,769	12,968	37,747	30,824	-	-	-	-	-	-	-	-	88,309	232,361	38.00%
Moderate Risk Waste	8,109	13,588	9,407	11,780	-	-	-	-	-	-	-	-	42,883	168,745	25.41%
Capital Improvements/Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	83,400	0.00%
	168,433	223,602	206,430	189,591	-	-	-	-	-	-	-	-	788,053	3,283,994	24.00%
<b>Net Operating Income/Loss</b>	50,000	-	-	-	57,016	-	-	-	-	-	-	-	107,016		

CRANE RESERVE  
PAYMENT

50,000 FOR REPLACEMENT CRANE RESERVE

TOTAL \$85,699

This sheet is intended to compare Solid Waste Utility YTD totals to the Solid Waste Utility Budget.  
Fund 401 reserve balances can be found on the Solid Waste Utility monthly report.