

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA

Regular Meeting

Meeting Date: Monday, July 25, 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 June 27, 2022 Regular Meeting
- IV. Public Comment on any final-action items listed on this agenda
- V. Public Hearing
- VI. Board Measures and Proposals

Resolution 002-22 – Approving the Lewis County Disaster Debris Management Plan

- VII. Transfer Station Operations
 - a. Community Litter Program Report
 - b. Transfer Station Tonnages
 - c. Recycling Update
- VIII. Financial Reports
 - a. Monthly Reports June 2022
- IX. Miscellaneous Reports
- X. 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	\$ 463,243
Payment to Dietrich Trucking/Wasco County Landfill for hauling/disposal	\$ 354,426
Payment to City of Centralia for host fee	\$ 16,750
Payment to Department of Revenue for taxes	\$ 31,533
Professional Services & Supplies	\$ n/a
Payment for credit card fees	\$ 7,910
Month of June 2022 Total	\$ 926,721

- XI. Staff Discussion
 - a. East County – Recycling services
 - Survey letter and postcard mailed 07/18/22
 - Survey link on Solid Waste webpage
 - b. Transfer Station Operations/Holidays
- XII. Announcements
- XIII. Adjournment

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

Monday, July 25, 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 161490.

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

Regular Meeting

Meeting Date: Monday, June 27, 2022 Meeting Time: 1:30pm
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

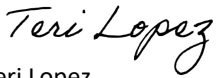
- I. Disposal District Commissioner Lindsey R. Pollock, DVM called the meeting to order at 1:30pm, Monday, June 27, 2022.
Those in attendance:

Sean D. Swope (Zoom)	Lewis County Commissioner
Lindsey R. Pollock, DVM	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
Tom Rupert	LeMay Enterprises, Inc. District Manager
Terry Harris	SWAC Chairman
Teri Lopez	Lewis County Solid Waste Administrative Assistant

- II. Quorum verified.
- III. Approve the minutes of the May 23, 2022 regular meeting.
Motion by F. Lee Grose and seconded by Lindsey R. Pollock, DVM. 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.
- Litter program coordinator cleaned up 13 illegal dumpsites removing 3,760 pounds of garbage, 29 tires and 2 TV's.
 - The contracted roadside litter crew cleaned 14.5 miles of roadside removing 2,200 pounds of litter.
 - The contracted interchanges/intersections litter crew removed 3,300 pounds of litter cleaning 13 freeway entrance/exits.
 - Volunteers in Centralia and throughout Lewis County spent 121.5 hours removing 221 bags of litter.
- b. Transfer Station Tonnage – Total tonnage for May was 9,492 tons which is 22% more than last year. Customer count was 11,951 which is 13% less than last year.
- c. Recycling Update – None.
- VIII. Financial Reports – Presented by Rocky Lyon, Solid Waste Manager.
- a. Monthly reports – May 2022.
- Fund 415 revenue per the Paradigm scale report was \$847,600 and showed a net operating gain of \$243,018. The ending balance was \$3,013,107. Hauling & disposal ½ month paid due to timing of invoices.
 - Fund 401 expenses
 - Paradigm software payment was 40% of CW6 upgrade due upon agreement execution.
 - Transfer Station overtime.
 - Maintenance & repairs of equipment.
 - Supplies – hydraulic hoses.
 - Professional services – invoices for tire disposal.
 - Landfill – invoices for ground water sampling.

- IX. Miscellaneous Reports – None.
- X. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility. Motion by F. Lee Grose and seconded by Lindsey R. Pollock, DVM to approve payments and transfers in the amount of \$604,582 for the month of May. Motion carried.
- XI. Staff Discussion – Presented by Rocky Lyon, Solid Waste Manager.
- a. East County – Recycling services.
 - Survey letter and postcard ready. Reviewed by commissioners. The letters and survey will be sent to printers for preparation and mailing.
 - b. Transfer Station Operations/Holidays.
 - East Lewis County Transfer Station to be closed on Wednesday’s and Thursday’s for the month of July. This decision was made due to a labor shortage. Lewis County Solid Waste is actively recruiting employees and anticipates returning to regular hours of operation in August.
 - Terry Harris, SWAC Chairman inquired about customer notification of operating hours change. Rocky responded by informing the room that all local news outlets were provided a press release, regular business customers were personally called and informed of the change in hours of operations, signs are posted at the ELCTS scale house, and scale house attendants are handing out flyers.
- XII. Announcements – None.
- XIII. Adjournment – With no further business, Motion by F. Lee Grose and seconded by Lindsey R. Pollock, DVM to adjourn the meeting at 1:43pm.

Respectfully submitted,



Teri Lopez
Solid Waste Utility, Administrative Assistant

**BEFORE THE BOARD OF LEWIS COUNTY SOLID WASTE
DISPOSAL DISTRICT NO. 1**

RE: APPROVING THE LEWIS COUNTY) RESOLUTION NO. 002-22
DISASTER DEBRIS MANAGEMENT PLAN)

WHEREAS, the Lewis County Disaster Debris Management Plan was originally adopted by the Lewis County Solid Waste Disposal District No. 1 on March 15, 1999 by Resolution No. 002-99; and,

WHEREAS, this document outlines how Lewis County will deal with debris disposal following a natural disaster; and,

WHEREAS, the Lewis County Disaster Debris Management Plan dated March 15, 1999, Resolution No. 002-99, is outdated; and

WHEREAS, the Lewis County Disaster Debris Management Plan dated June 01, 2022, has been reviewed by Solid Waste Advisory Committee (SWAC), local agencies and staff.

NOW THEREFORE BE IT RESOLVED that the Lewis County Disaster Debris Management Plan dated June 01, 2022, is hereby adopted in its entirety; and

NOW THEREFORE BE IT FURTHER RESOLVED the Lewis County Disaster Debris Management Plan dated June 01, 2022, supersedes and replaces the plan originally adopted by the Lewis County Solid Waste Disposal District No. 1 on March 15, 1999, by Resolution No. 002-99.

PASSED IN REGULAR SESSION this 25th day of July, 2022.

ATTEST:

LEWIS COUNTY SOLID WASTE DISPOSAL
DISTRICT NO. 1

Josh Metcalf, Clerk of the Board

Sean D. Swope, Chair

APPROVED AS TO FORM:
Prosecuting Attorney

Lindsey R. Pollock, DVM, Vice Chair

Civil Deputy

F. Lee Grose, Member

Solid Waste Utility #1

Community Litter Cleanup Program Summary

For the Month of June

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	41.50
Dumpsites Cleaned	14.00
Weight (Pounds)	3,980.00
Other Item Fees (TV, Tires & Appliances)	\$ 186.00
Total Disposal Fees	\$ 399.32

Lewis County Contracted Litter Crew: Roadside

Crew Hours	64.00
Road Miles	23.50
Weight (Pounds)	2,960.00
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ 178.33

Lewis County Contracted Litter Crew: Interchanges & Intersections

Crew Hours	16.00
Weight (Pounds)	1,260.00
Other Item Fees (TV, Tires & Appliances)	\$ 25.00
Total Disposal Fees	\$ 65.27

Volunteer Litter Clean-up

Hours	132.00
Weight (Pounds)	2,580.00
Bags Collected	172.00
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
Lewis County Inmate Litter Crew													
Supervisor Hours Litter	-	-	-	-	-	-	-	-	-	-	-	-	-
Supervisor Hours Illegal dumping	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Miles	-	-	-	-	-	-	-	-	-	-	-	-	-
Crew Hours	-	-	-	-	-	-	-	-	-	-	-	-	-
Road side disposal weight	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Illegal Dumpsites													
Hours	42.00	47.50	52.00	49.00	43.50	41.50	-	-	-	-	-	-	275.50
Dumpsites Cleaned	16.00	15.00	18.00	16.00	13.00	14.00	-	-	-	-	-	-	92.00
Pounds	15,520.00	5,340.00	4,880.00	4,100.00	3,760.00	3,980.00	-	-	-	-	-	-	37,580.00
Disposal Fees	\$ 711.91	\$ 1,278.63	\$ 472.75	\$ 378.73	\$ 429.32	\$ 399.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,670.66
Lewis County Contracted Litter Crew: Roadside													
Team Hours	-	32.00	16.00	64.00	32.00	64.00	-	-	-	-	-	-	208.00
Road Miles	42.00	20.00	7.00	33.00	14.50	23.50	-	-	-	-	-	-	140.00
Pounds of Litter Picked Up	-	5,180.00	1,900.00	5,000.00	2,200.00	2,960.00	-	-	-	-	-	-	17,240.00
Disposal Fees	\$ -	\$ 276.62	\$ 98.42	\$ 258.99	\$ 138.96	\$ 178.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 951.32
Roads Cleaned: Pleasant Valley, Centralia Alpha, Spooner, Clinton													
Lewis County Contracted Litter Crew: Interchanges & Intersections													
Team Hours	-	-	64.00	-	32.00	16.00	-	-	-	-	-	-	112.00
Pounds of Litter Picked Up	-	-	8,740.00	-	3,300.00	1,260.00	-	-	-	-	-	-	13,300.00
Other Items Picked Up	-	-	7 Tires	-	-	1 TV	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ 487.74	\$ -	\$ 170.94	\$ 65.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 723.95
Interchanges cleaned: Exit 72S, 74S, 74N, 76N, 77N													
Volunteer Litter Clean-up Work													
Hours	62.00	75.50	144.50	139.50	121.50	132.00	-	-	-	-	-	-	675.00
Pounds of Litter Picked Up	1,832.00	1,440.00	3,330.00	2,745.00	3,315.00	2,580.00	-	-	-	-	-	-	15,242.00
Bags Collected	131.00	96.00	225.00	183.00	221.00	172.00	-	-	-	-	-	-	1,028.00
Disposal Fees	\$ 21.12	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36.12

Centralia Information: 24 groups (44 individuals), 116 bags of litter, 1,740 pounds, 109.5 hours
Lewis County volunteers: 8 volunteers, 56 bag, 10.5 miles, 840 pounds, 22.5 hours

Lewis County Drug Court:
Litter Clean-up Events:

Illegal Dumpsites cleaned in June 2022				
Road & Mile Post	Pounds	Other	Other Fees	# of Sites
Burnt Ridge Rd, MP 3.5	480	2 Fridge	\$ 46.00	1
Salzer Valley Rd, MP 5	320			1
N. Military Rd, MP .75	240	1 Tire/Rim	\$ 5.00	1
Joppish Rd, MP 1	400			1
Shorey Rd, MP 1	260			2
Jones Rd, MP 3	260			2
Airport Rd, MP 1.5	600	7 Tires	\$ 35.00	1
Centralia Alpha Rd, MP 7	340	5 Semi Tires	\$ 50.00	1
Frost Rd, MP .5	260	6 Tires	\$ 30.00	1
Tucker Rd, MP 2.5	480	1 Semi Tire/Rim	\$ 20.00	1
Halliday Rd, MP 1.5	340			2
	3980		\$ 186.00	14

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	8,716	823	776	9,492
June	7,339	7,734	992	808	8,543
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	-	-
Total Tonnage	85,665	43,650	9,707	4,219	47,869

Estimated Tonnage for 2022: **87,000**
 Actual Tonnage/Estimated Tonnage: **55%**

Monthly Tonnage Comparison: June

2021	8,332
2022	8,543
<hr/>	
Difference %	3%

Customer Count Comparison: June

2021	14,040
2022	12,806
<hr/>	
Difference %	-9%

Solid Waste Disposal District #1

Fund 415 Monthly Report

June 2022

Beginning Fund 415 Balance \$ **3,013,107**

Revenue:

SW Sales & Services	907,993	98.56%
Late Fees	160	0.02%
Over/Short	(39)	0.00%
Recycling/Miscellaneous Revenue	13,191	1.43%
Total Revenue		100.00%

921,305

Expenses:

Business & Occupational Service Tax	16,464	1.78%
Refuse Tax	15,069	1.63%
Professional Services & Supplies	-	0.00%
Building/Facility Rent	52,859	5.70%
Hauling & Disposal	354,426	38.25%
Credit Card Fees	7,910	0.85%
Host Fee	16,750	1.81%
*Monthly Payment to Fund 401	463,243	49.99%

Total Expenses

926,721

Net Operating Loss

(5,416)

Loss due to timing of revenue vs. expenditures.

Ending Fund Balance

\$ 3,007,691

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**

50% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	% YTD/Budget
Revenue:															
SW Sales & Services	268,875	306,980	821,192	782,138	832,021	907,993	-	-	-	-	-	-	3,919,198	8,900,000	44.04%
Late Fees paid by Customers	220	65	170	205	110	160	-	-	-	-	-	-	930	1,000	93.00%
Over/Short	(12)	(3)	(129)	(27)	(31)	(39)	-	-	-	-	-	-	(241)	-	-
Recycling/Misc. Revenue	-	9,645	-	16,645	15,500	13,191	-	-	-	-	-	-	54,981	80,000	68.73%
	269,083	316,687	821,232	798,961	847,600	921,305	-	-	-	-	-	-	3,974,868	8,981,000	44.26%
Expenses:															
Credit Card Fees	5,338	5,602	5,945	7,884	7,455	7,910	-	-	-	-	-	-	40,134	55,000	72.97%
Refuse Tax	12,106	11,926	13,380	13,430	14,024	15,069	-	-	-	-	-	-	79,935	-	-
Business & Occupation Tax	13,005	12,938	14,798	15,045	17,386	16,464	-	-	-	-	-	-	89,636	157,168	57.03%
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	3,500	0.00%
*Building/Facility Rent	52,859	52,859	52,859	52,859	52,859	52,859	-	-	-	-	-	-	317,154	634,308	50.00%
Hauling / Disposal	113,355	444,986	360,926	404,522	291,369	354,426	-	-	-	-	-	-	1,969,585	4,651,673	42.34%
Host Fee	16,750	16,750	16,750	16,750	16,750	16,750	-	-	-	-	-	-	100,500	201,000	50.00%
Utility Fund Contracted Services	216,574	221,743	204,571	171,669	204,739	463,243	-	-	-	-	-	-	1,482,539	2,922,914	50.72%
	429,987	766,804	669,229	682,159	604,582	926,721	-	-	-	-	-	-	4,079,483	8,625,563	47.30%
Net Operating Income	(160,904)	(450,117)	152,004	116,802	243,018	(5,416)	-	-	-	-	-	-	(104,613)		

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 montly 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 #19-292, 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
2022**

50% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	% YTD/Budget
Revenue:															
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	1,859	-	-	-	-	-	-	11,154	22,308	50.00%
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	204,739	463,243	-	-	-	-	-	-	1,482,539	2,922,914	50.72%
	218,433	223,602	206,430	189,591	261,755	465,102	-	-	-	-	-	-	1,564,913	3,339,211	46.86%
Expenses:															
Salary & Benefits	124,883	124,811	115,668	118,970	123,202	123,808	-	-	-	-	-	-	731,341	1,419,038	51.54%
Supplies/Small Tools & Equipment	3,284	1,689	2,341	2,589	4,763	2,349	-	-	-	-	-	-	17,014	60,500	28.12%
Fuel Consumed	-	51	59	-	155	19,657	-	-	-	-	-	-	19,922	30,000	66.41%
Professional Services	12,694	44,062	22,273	5,212	11,064	26,976	-	-	-	-	-	-	122,281	251,184	48.68%
Utilities	292	2,036	2,430	1,996	1,957	2,084	-	-	-	-	-	-	10,794	34,000	31.75%
Miscellaneous	1,513	515	2,045	65	65	617	-	-	-	-	-	-	4,820	16,238	29.68%
Equipment Rental	285	-	-	3,576	300	3,162	-	-	-	-	-	-	7,323	15,240	48.05%
Equipment Rental Interfund	-	-	-	-	-	107,208	-	-	-	-	-	-	107,208	214,416	50.00%
Interfund	-	-	-	-	-	75,758	-	-	-	-	-	-	75,758	155,212	48.81%
Crane & Site Maintenance	-	10,738	1,156	137	36,094	25,134	-	-	-	-	-	-	73,260	214,000	34.23%
Training & Travel	-	-	-	-	300	52	-	-	-	-	-	-	352	1,553	22.67%
Recycling Program	9,163	11,470	10,040	12,044	16,132	14,919	-	-	-	-	-	-	73,767	174,303	42.32%
Landfill Closure	1,442	1,674	3,264	2,398	6,959	2,697	-	-	-	-	-	-	18,434	113,804	16.20%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Litter Program	6,769	12,968	37,747	30,824	30,828	36,208	-	-	-	-	-	-	155,344	232,361	66.85%
Moderate Risk Waste	8,109	13,588	9,407	11,780	9,396	11,636	-	-	-	-	-	-	63,915	168,745	37.88%
Capital Improvements/Repairs	-	-	-	-	20,540	12,837	-	-	-	-	-	-	33,377	83,400	40.02%
	168,433	223,602	206,430	189,591	261,755	465,102	-	-	-	-	-	-	1,514,910	3,283,994	46.13%
Net Operating Income/Loss	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000		

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.