

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA

Special Meeting

Meeting Date: Tuesday, October 25, 2022 Meeting Time 1:00pm

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

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes September 26, 2022 Regular Meeting
- IV. Public Comment on any final-action items listed on this agenda
- V. Public Hearing
- VI. Board Measures and Proposals
- VII. Transfer Station Operations
 - a. Community Litter Program Report
 - b. Transfer Station Tonnages
- VIII. Financial Reports
 - a. Monthly Reports September 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	\$ 259,536
Payment for hauling and disposal	\$ 775,236
Payment to City of Centralia for host fee	\$ 16,750
Payment to Department of Revenue for taxes	\$ 32,485
Professional Services & Supplies	\$ n/a
Payment for credit card fees	\$ 7,741
Month of September 2022 Total	
	\$ 1,144,607

- XI. Staff Discussion
 - a. East County Curbside Recycling
 - b. Roll off Containers RFP
 - c. Paradigm Update
 - d. CTS and ELCTS Rental Agreements
- XII. Announcements
- XIII. Adjournment

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

Tuesday, October 25, 2022 at 1:00pm

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, September 26, 2022 Meeting Time: 1:30pm

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

- I. Disposal District Commissioner Sean D. Swope called the meeting to order at 1:30pm, Monday, September 26, 2022.

Those in attendance:

Sean D. Swope	Lewis County Commissioner
Lindsey R. Pollock, DVM	Lewis County Commissioner
Josh Metcalf	Lewis County Public Works Director
Tom Rupert	LeMay Enterprises, Inc. District Manager
Nic Scott	Lewis County Public Information Specialist
Rocky Lyon	Lewis County Solid Waste Manager
Teri Lopez	Lewis County Solid Waste Administrative Assistant

- II. Quorum verified.

- III. Approve the minutes of the August 22, 2022 regular 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.

Resolution 004-22 – Change in Days of Operations at the Central and East Lewis County Transfer Stations

Motion by Lindsey R. Pollock, DVM and seconded by Sean D. Swope. Motion carried.

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

- a. Community Litter Program Report – August.

- Litter program coordinator cleaned up 13 illegal dumpsites removing 4,020 pounds of garbage, 41 tires and 2 refrigerators.
- The contracted roadside litter crew spent 80 hours cleaning 56.5 miles removing 3,680 pounds of litter.
- Volunteers in Centralia and throughout Lewis County spent 97.5 hours removing 93 bags of litter.

- b. Transfer Station Tonnage – August.

Combined CTS and ELCTS monthly tonnage was 8,965.

YTD total tonnage was 70,441 which is 81% of estimated tonnage of 87,000.

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

- a. Monthly reports – August 2022.

- Fund 415 revenue per the Paradigm scale report was \$987,464 and showed a net operating gain of \$234,942. The ending fund balance was \$3,482,146.
- Fund 401 expenses.
 - Supplies.
 - Fuel consumed.
 - Professional Services.
 - Crane & Site Maintenance.
 - Recycling Program.
 - Litter Program.
 - Moderate Risk Waste Program.

- IX. Miscellaneous Reports – None.
- X. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility.
Motion by Lindsey R. Pollock, DVM and seconded by Sean D. Swope to approve payments and transfers in the amount of \$752,522 for the month of August. Motion carried.
- XI. Staff Discussion – Presented by Rocky Lyon, Solid Waste Manager.
- a. East County Curbside Recycling.
 - Working with Prosecuting Attorney to move forward with implementing curbside recycling in areas east of Morton.
 - Notice of Public Hearing, Public Hearing and Resolution to be presented at upcoming BOCC Business Meetings.
 - b. Community Recycling and Hazard Waste Events.
 - September 24 – Hazardous Waste Coordinator hosted a satellite collection event in Pe Ell. The event collected unwanted/leftover household chemicals, TVs, computers, monitors, Styrofoam, and yard waste.
 - September 24 – Sensitive document shredding was offered at the East Lewis Co. Transfer Station in Morton.
 - October 6 from 10am - 2:30pm – Hazardous Waste Coordinator to host a satellite collection event at the Morton transfer station. Event will collect unwanted/leftover household chemicals, TVs, computers, monitors and Styrofoam.
 - October 8 from 10am - 2pm – South County Community Recycle Event will collect unwanted/leftover household chemicals, TVs, computers, monitors, Styrofoam, scrap metal and the Sensitive Document Shredding truck will be there from 10am to 1pm.
 - October 8 from 9am - 2:30pm – Gardening for Everyone Event at Centralia College – WSU Lewis County Master Recycler Compost volunteers will have an educational booth.
 - Packwood's September 10 event was canceled because of the fire evacuations.
 - c. CTS Pedestal Repair.
 - An agreement has been secured for the repairs needed.
 - d. Roll off Containers RFP.
 - RFP's have been sent out and posted online. Deadline for responses is October 14, 2022.
- XII. Announcements – None.
- XIII. Adjournment – With no further business, Motion by Lindsey R. Pollock, DVM and seconded by Sean D. Swope to adjourn the meeting at 1:46pm.

Respectfully submitted,



Teri Lopez
Solid Waste Utility, Administrative Assistant

Solid Waste Utility #1

Community Litter Cleanup Program Summary

For the Month of September 2022

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	32.50
Dumpsites Cleaned	9.00
Weight (Pounds)	3,020.00
Other Item Fees (TV, Tires & Appliances)	\$ 108.00
Total Disposal Fees	\$ 338.53

Lewis County Contracted Litter Crew: Roadside

Crew Hours	64.00
Road Miles	48.50
Weight (Pounds)	2,760.00
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ 147.60

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	76.75
Weight (Pounds)	1,418.00
Bags Collected	95.00
Other Item Fees (TV, Tires & Appliances)	\$ -
Total Disposal Fees	\$ -

Totals may not foot due to rounding.

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	29.00	46.50	32.50	-	-	-	383.50
Dumpsites Cleaned	16.00	15.00	18.00	16.00	13.00	14.00	10.00	13.00	9.00	-	-	-	124.00
Pounds	15,520.00	5,340.00	4,880.00	4,100.00	3,760.00	3,980.00	5,060.00	4,020.00	3,020.00	-	-	-	49,680.00
Disposal Fees	\$ 711.91	\$ 1,278.63	\$ 472.75	\$ 378.73	\$ 429.32	\$ 399.32	\$ 373.78	\$ 476.72	\$ 338.53	\$ -	\$ -	\$ -	\$ 4,859.69
Lewis County Contracted Litter Crew: Roadside													
Team Hours	-	32.00	16.00	64.00	32.00	64.00	32.00	80.00	64.00	-	-	-	384.00
Road Miles	42.00	20.00	7.00	33.00	14.50	23.50	21.80	56.50	48.50	-	-	-	266.80
Pounds of Litter Picked Up	-	5,180.00	1,900.00	5,000.00	2,200.00	2,960.00	1,020.00	3,680.00	2,760.00	-	-	-	24,700.00
Disposal Fees	\$ -	\$ 276.62	\$ 98.42	\$ 258.99	\$ 138.96	\$ 178.33	\$ 54.37	\$ 250.62	\$ 147.60	\$ -	\$ -	\$ -	\$ 1,403.91
Roads Cleaned: Dieckman, Jeffries, Independence, Boistfort, King, Wildwood, Hwy 603													
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:													
Volunteer Litter Clean-up Work													
Hours	62.00	75.50	144.50	139.50	121.50	132.00	70.50	97.50	76.75	-	-	-	919.75
Pounds of Litter Picked Up	1,832.00	1,440.00	3,330.00	2,745.00	3,315.00	2,580.00	1,410.00	1,395.00	1,418.00	-	-	-	19,465.00
Bags Collected	131.00	96.00	225.00	183.00	221.00	172.00	94.00	93.00	95.00	-	-	-	1,310.00
Disposal Fees	\$ 21.12	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36.12

Centralia Volunteers: 28 groups (37 individuals), 66 bags, 990 pounds, 65 hours
Chehalis Volunteers: 6 groups (9 individuals), 29 bags, 428 pounds, 12 hours
Lewis County Volunteers:

Lewis County Drug Court:
Litter Clean-up Events:

White Pass Highway/Byway Litter Clean Up July - September 2022

4 individuals, 8 bags, 120 pounds, 14 hours, 14 miles

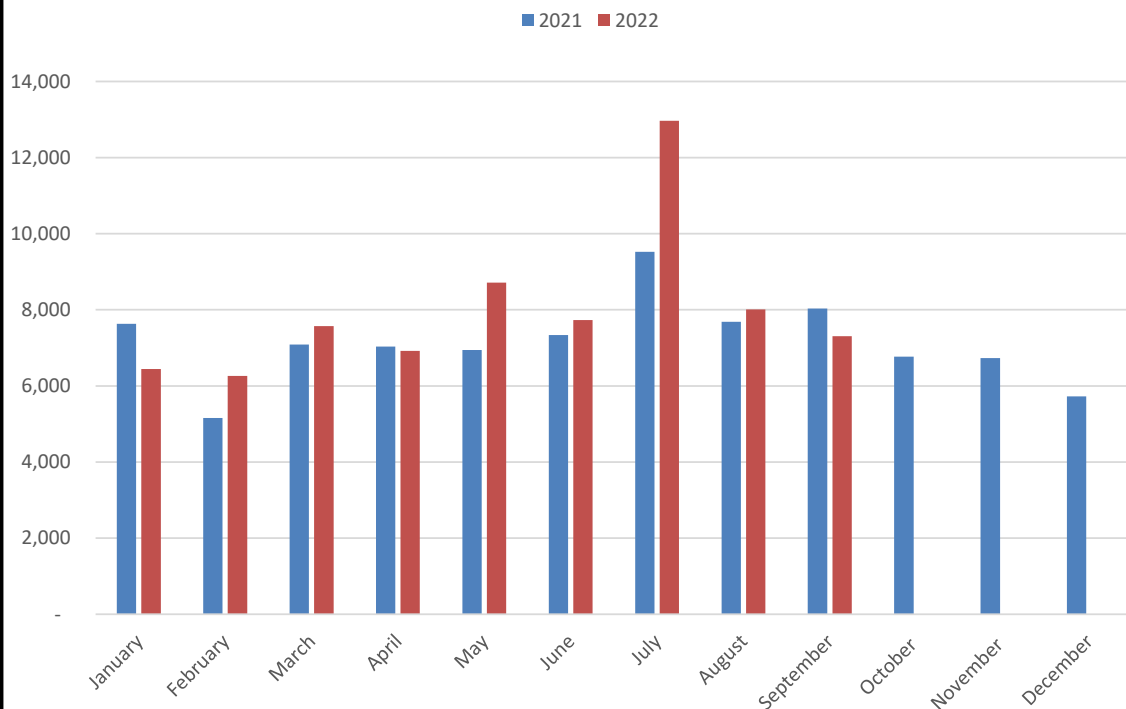
Illegal Dumpsites cleaned			
Road & Mile Post	Pounds	Other	Other Fees
Airport Rd. MP 1	160		\$ -
Schoen Rd. MP 1.5	580		\$ -
Flynn Rd. MP 1.5	360		\$ -
Bennett Rd. MP 1.25	400	8 Tires, 1 Fridge	\$ 63.00
Little Hanaford Rd. MP 2	380	1 TV	\$ 25.00
Centralia Alpha Rd. MP 3.5	200		\$ -
Ham Hill Rd. MP .5	420	3 Tires	\$ 15.00
Lentz Rd. MP 0	140	1 Tire	\$ 5.00
Deep Creek Rd. MP 2	380		\$ -
	3,020		\$ 108.00
			9

Totals may not foot due to rounding.

LEWIS COUNTY SOLID WASTE UTILITY - TONNAGES

Month	Central Transfer Station			Month	East Lewis County Transfer Station			2022 Total
	2021	2022	Difference		2021	2022	Difference	
January	7,635	6,442	(1,193)	January	647	663	16	7,104
February	5,156	6,265	1,109	February	567	635	68	6,899
March	7,091	7,574	483	March	832	659	(173)	8,233
April	7,033	6,921	(112)	April	874	678	(196)	7,598
May	6,940	8,716	1,776	May	823	776	(47)	9,492
June	7,339	7,734	395	June	992	808	(184)	8,542
July	9,522	12,966	3,444	July	1,091	643	(448)	13,609
August	7,687	8,014	327	August	962	950	(12)	8,964
September	8,034	7,303	(731)	September	922	916	(6)	8,219
October	6,771	-		October	730	-		-
November	6,729	-		November	673	-		-
December	5,728	-		December	594	-		-
Total Tonnage	85,665	71,933		Total Tonnage	9,707	6,727		78,660

Central Transfer Station

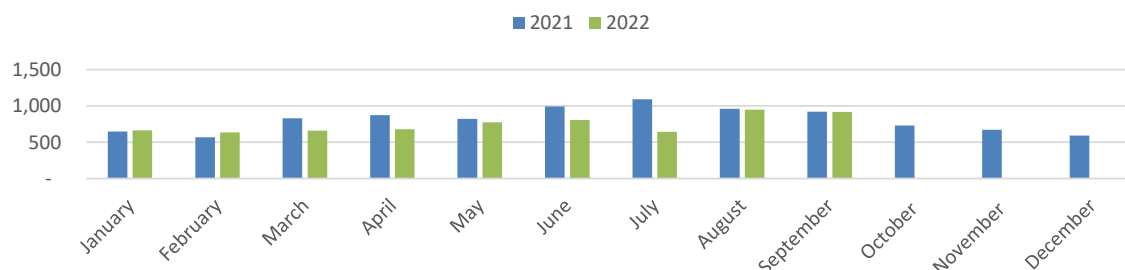


**2022
Estimated
Tonnage:
87,000**

**Actual Tonnage/
Estimated Tonnage**

90%

East Lewis County Transfer Station



Solid Waste Disposal District #1

Fund 415 Monthly Report

September 2022

Beginning Fund 415 Balance	\$	3,482,146	
Revenue:			
SW Sales & Services	955,954		98.45%
Late Fees	70		0.01%
Over/Short	98		0.01%
Recycling/Miscellaneous Revenue	<u>14,850</u>		1.53%
Total Revenue		970,972	100.00%
Expenses:			
Business & Occupational Service Tax	16,656		1.46%
Refuse Tax	15,829		1.38%
Professional Services & Supplies	-		0.00%
Building/Facility Rent	52,859		4.62%
Hauling & Disposal	775,236		67.73%
Credit Card Fees	7,741		0.68%
Host Fee	16,750		1.46%
*Monthly Payment to Fund 401	<u>259,536</u>		22.67%
Total Expenses		<u>1,144,607</u>	100.00%
Net Operating Loss		<u>(173,635)</u>	
Ending Fund Balance	\$	<u><u>3,308,511</u></u>	

Landfill Post-Closure Reserve \$287,993

*Notes: Following page 9 shows detailed listing of monthly transfer.
Incurred expenses were calculated based on our reported out-bound tonnage.*

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

SOLID WASTE DISPOSAL DISTRICT FUND 415
2022

75% 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	987,574	986,780	955,954	-	-	-	6,849,506	8,900,000	76.96%
Late Fees paid by Customers	220	65	170	205	110	160	40	40	70	-	-	-	1,080	1,000	108.00%
Over/Short	(12)	(3)	(129)	(27)	(31)	(39)	24	(74)	98	-	-	-	(193)	-	
Recycling/Misc. Revenue	-	9,645	-	16,645	15,500	13,191	1,010	718	14,850	-	-	-	71,559	80,000	89.45%
	269,083	316,687	821,232	798,961	847,600	921,305	988,648	987,463	970,972	-	-	-	6,921,952	8,981,000	77.07%
Expenses:															
Credit Card Fees	5,338	5,602	5,945	7,884	7,455	7,910	8,837	7,915	7,741	-	-	-	64,627	55,000	117.50%
Refuse Tax	12,106	11,926	13,380	13,430	14,024	15,069	32,192	15,897	15,829	-	-	-	143,852	-	
Business & Occupation Tax	13,005	12,938	14,798	15,045	17,386	16,464	24,759	17,786	16,656	-	-	-	148,837	157,168	94.70%
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	3,500	0.00%
*Building/Facility Rent	52,859	52,859	52,859	52,859	52,859	52,859	52,859	52,859	52,859	-	-	-	475,731	634,308	75.00%
Hauling / Disposal	113,355	444,986	360,926	404,522	291,369	354,426	419,234	473,343	775,236	-	-	-	3,637,398	4,651,673	78.20%
Host Fee	16,750	16,750	16,750	16,750	16,750	16,750	16,750	16,750	16,750	-	-	-	150,750	201,000	75.00%
Utility Fund Contracted Services	216,574	221,743	204,571	171,669	204,739	463,243	194,504	167,972	259,536	-	-	-	2,104,551	2,922,914	72.00%
	429,987	766,804	669,229	682,159	604,582	926,721	749,135	752,522	1,144,607	-	-	-	6,725,747	8,625,563	77.97%
Net Operating Income	(160,904)	(450,117)	152,004	116,802	243,018	(5,416)	239,513	234,942	(173,635)	-	-	-	196,206		

Totals may not foot due to rounding.

**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 \$1,859. CTS monthly rent payments increased from \$38,700 to \$51,000 in January 2010. \$38,700 provides funding for bond payments and \$12,300 is reserved in the Solid Waste Fund 401 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.

Solid Waste Utility Fund

401 Monthly Report

September 2022

Revenue:

Grants	-	0.00%
Reimbursement for Litter Program	-	0.00%
Misc Revenue	-	0.00%
Insurance Recovery	20,000	7.11%
Rent From Disposal District	1,859	0.66%
Payment From Disposal District	259,536	92.23%
Total Revenue	281,395	100.00%

Expenses:

Admin & Transfer Station Programs		
Salaries & Fringe Benefits	124,610	44.28%
Supplies / Small Tools / Equipment	7,618	2.71%
Fuel Consumed	-	0.00%
Professional Services	18,674	6.64%
Utilities	2,460	0.87%
Miscellaneous	65	0.02%
Equipment Rental	5,055	1.80%
ER&R Interfund	18,548	6.59%
Interfund	13,554	4.82%
Crane & Site Maintenance	6,543	2.33%
Training / Travel / Subscription	-	0.00%
Recycling Program	12,260	4.36%
Litter Program	29,735	10.57%
Code Compliance Program	25,000	8.88%
Nuisance Abatement	-	0.00%
Landfill Closure Program	3,776	1.34%
Moderate Risk Waste Program	13,498	4.80%
Capital Improvements	-	0.00%
Total Contracted Service Expense	281,395	100.00%

NET OPERATING INCOME

-

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

Total Reserve Balance **801,229**

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

SOLID WASTE UTILITY FUND 401

2022

75% 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	-	-	41,776	-	-	-	-	55,512	159,328	34.84%
Litter Grant	-	-	-	-	41,421	-	-	29,352	-	-	-	-	70,773	88,850	79.65%
Rent From Disposal District	1,859	1,859	1,859	1,859	1,859	1,859	1,859	1,859	1,859	-	-	-	16,731	22,308	75.00%
Misc. Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	400	0.00%
Insurance Recovery	-	-	-	-	-	-	-	-	20,000	-	-	-	20,000	-	-
Reimbursement from Litter Crew	-	-	-	16,063	-	-	69,097	-	-	-	-	-	85,160	145,411	58.57%
Payment From Disposal District	216,574	221,743	204,571	171,669	204,739	463,243	194,504	167,972	259,536	-	-	-	2,104,551	2,922,914	72.00%
	218,433	223,602	206,430	189,591	261,755	465,102	265,460	240,959	281,395	-	-	-	2,352,727	3,339,211	70.46%
Expenses:															
Salary & Benefits	124,883	124,811	115,668	118,970	123,202	123,808	118,252	118,252	124,610	-	-	-	1,092,455	1,419,038	76.99%
Supplies/Small Tools & Equipment	3,284	1,689	2,341	2,589	4,763	2,349	4,021	6,450	7,618	-	-	-	35,104	60,500	58.02%
Fuel Consumed	-	51	59	-	155	19,657	170	13,855	-	-	-	-	33,947	30,000	113.16%
Professional Services	12,694	44,062	22,273	5,212	11,064	26,976	49,271	11,995	18,674	-	-	-	202,222	251,184	80.51%
Utilities	292	2,036	2,430	1,996	1,957	2,084	1,763	1,859	2,460	-	-	-	16,876	34,000	49.64%
Miscellaneous	1,513	515	2,045	65	65	617	65	351	65	-	-	-	5,301	16,238	32.65%
Equipment Rental	285	-	-	3,576	300	3,162	300	300	5,055	-	-	-	12,978	15,240	85.16%
Equipment Rental Interfund	-	-	-	-	-	107,208	17,528	17,528	18,548	-	-	-	160,812	214,416	75.00%
Interfund	-	-	-	-	-	75,758	5,854	-	13,554	-	-	-	95,165	155,212	61.31%
Crane & Site Maintenance	-	10,738	1,156	137	36,094	25,134	1,489	5,975	6,543	-	-	-	87,266	214,000	40.78%
Training & Travel	-	-	-	-	300	52	320	-	-	-	-	-	672	1,553	43.27%
Recycling Program	9,163	11,470	10,040	12,044	16,132	14,919	19,285	13,187	12,260	-	-	-	118,498	174,303	67.98%
Landfill Closure	1,442	1,674	3,264	2,398	6,959	2,697	1,639	10,061	3,776	-	-	-	33,910	113,804	29.80%
Code Compliance Support	-	-	-	-	-	-	-	-	25,000	-	-	-	25,000	100,000	25.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Litter Program	6,769	12,968	37,747	30,824	30,828	36,208	20,918	29,854	29,735	-	-	-	235,851	232,361	101.50%
Moderate Risk Waste	8,109	13,588	9,407	11,780	9,396	11,636	24,585	11,292	13,498	-	-	-	113,290	168,745	67.14%
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	265,460	240,959	281,395	-	-	-	2,302,724	3,283,994	70.12%
Net Operating Income/Loss	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000		

CRANE RESERVE
PAYMENT

Notes: Totals may not foot due to rounding.

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.