

# LEWIS COUNTY SOLID WASTE ADVISORY COMMITTEE

## MINUTES

Wednesday, October 14, 2020 – 1:00 P.M.

### 1. CALL TO ORDER

The meeting of the Lewis County Solid Waste Advisory Committee was called to order by Chair, Terry Harris.

#### The following members were in attendance:

Don Bradshaw	Winlock Citizen
Bob Taylor	Master Recyclers-Composters
Terry Harris	Chehalis Citizen
Peppy Elizaga	Business & Recycling Industry - Hampton Lumber Mill
Samantha Fleischner	Organics & Recycling Industry - Silver Springs Organics - ZOOM
Tom Rupert	Solid Waste/Recycling Industry - Lewis County Curbside Mgr., Waste Connections, Inc.- ZOOM
Eddie Lewis	Solid Waste/Recycling Industry Commercial- Waste Connections, Inc. – ZOOM
Jerry Lord	City of Chehalis Councilman- ZOOM
Max Vogt	City of Centralia Councilman - ZOOM

#### The following non-members were in attendance

Bill Teitzel	Lewis Co. Public Health and Social Services - ZOOM
Peter Lyon	Department of Ecology – ZOOM
Jason Adams	WSU/Lewis County Extension Program Coordinator
Josh Metcalf	Lewis Co. Public Works Director
Greg Gachowsky	Lewis Co. Solid Waste Manager
Melanie Case	Lewis Co. Recycle Coordinator
Kristen Buckman	Lewis Co. Accountant
Donna Zuber	Lewis Co. Solid Waste Administrative Assistant, Sr. – Temp
Laurie Fife	Lewis Co. Solid Waste Administrative Assistant, Sr.

### 2. DETERMINATION OF QUORUM

A quorum was present with nine (9) members in attendance.

### 3. APPROVAL OF MEETING MINUTES

Motion made by Don Bradshaw and seconded by Peppy Elizaga to approve the minutes of the September 9, 2020 meeting. Motion carried.

### 4. OLD BUSINESS

- **SWAC By-Law Review**  
Postpone until November 2020 meeting.

### 5. NEW BUSINESS

- **2021 Solid Waste Disposal District and Utility Budgets**  
Greg shared a Power Point presentation on screen and paper handouts for all attendees. He started with an explanation of the Solid Waste Utility, Fund 401 that includes the seven departments of the utility that “does the work”, each will be discussed separately, and then the Disposal District Fund 415 is the “finances”.

#### Utility Fund 401

Administration Department Highlights:

- Feasibility Study- Shows increase under Professional Services and are short and long term goals;
  1. Traffic congestion and capacity issues
  2. Aging infrastructure
  3. Improved operations
  4. Planning for an additional facility
  5. Split between 2020 and 2021

- Voucher Program – Cancelled in 2020, due to Covid-19, planning for alternatives in 2021.
- 2021 Capital Purchases – Update to scale software for invoicing, reporting, and the operational improvements.
- Questions- Terry Harris asked about the SW Admin Salaries & Benefits decreased amount, this amount is from the difference between the new and previous manager’s salaries.

#### Code Compliance Highlights:

- Financial support through an MOU between Public Works and Public Health (Code Enforcement).
- MOU also includes Ecology grant match for Public Health, \$12,000 (billed into Admin. Program)
- Questions- Bob Taylor asked if there is any addition income coming from permits or penalties? Bill Teitzel explained that any penalty amount that is collected goes to the court system and/or the State of Washington, the county does not receive anything.

#### Household Hazardous Waste Program Highlights:

- The Hazo Hut was closed for approximately 3 months due to Covid-19 guidelines.
- 2021 PaintCare will start a product stewardship program (HB 1652) in March, which will provide recycling of all paint products. 70% of all waste brought in to the facility is paint, and a lot of it is latex. Latex is not hazardous but cannot go into the garbage as a liquid, so this will dramatically reduce our costs related to paint management.
- Starting January 1, 2021, we will be reducing our contractor hours with Clean Earth by 50%. Our new “Rock Star” HHW coordinator will only need one contractor staff member to assist with the processing.
- Questions – Terry Harris asked about communication, which is for the coordinator’s cell phone stipend and he is not using his personal cell phone at work.

#### Landfill Highlights:

- The primary responsibility is the monitoring, sampling, and ongoing maintenance of the facility.
- The Centralia Closed Landfill is at the end of its activity based on the reduction of monitoring and testing.
- SW Admin Salaries & Bens shows an increase with the addition of the HHW Coordinator’s time assigned to working on the landfill duties.
- Professional Services is a larger cost showing what is paid out for water sample lab tests.
- First ECY Periodic Review was conducted since the County took over the Landfill, no substantial findings.
- Updated the Compliance Monitoring Plan showing less monitoring of wells.

#### Litter Highlights:

- Professional Services shows previous budget for Reliable Services, intent is shift that money to expand an additional litter crew for 2021.
- Planning to revamp the Adopt-A-Road program in 2021.
- Litter supervisor is only responding to illegal dumps with Covid-19 impacts since he is working alone.

#### Recycle Highlights:

- Disposal costs to dispose of commingled recycling has increased based on high levels of contamination.
- “Recycle Reset Program” will eliminate commingled recycling at both transfer stations and go back to source-separated recycling options. .
- Limited in-person events because of Covid-19.

#### Transfer Station Highlights:

- Supplies shows a large increase for the purchase of new loader tires. (\$21,850)
- Salaries & Benefits includes approximately \$50,000 YTD in overtime.
- Plan to hire two new employees in 2021 in Operations

- Rental cost are increasing: YTD Septic tank \$3,500; mobile office building \$7,300; Pape' Loader \$6,000

#### Transfer Station Professional Services YTD:

- LeMay (hauling commodity boxes onsite and to market) \$43,000
- Wood Grinding \$18,600
- Tire Disposal & Recycling \$12,000
- Sprague (rodent abatement) \$10,000
- Septic Tank pumping of mobile office \$8,100
- Silver Springs \$7,000

#### Capital Costs 2019 – 2020

##### Equipment and Buildings

- 2019 \$246,526 purchased new Central Transfer Station Sign and Hazo Hut improvements
- 2020 \$48,611 completion of Hazo Hut improvements and purchase 2/40 yard commodity boxes.

#### Capital Costs 2021

##### Equipment and Buildings

- Purchase mobile office unit CTS \$60,000 (held over from previous budget)
- Purchase roll-off truck CTS \$85,000
- Purchase 2/ 40yard commodity boxes \$24,000
- Purchase front loader ELCTS \$120,000
- Purchase software updates split Admin \$20,560. & Transfer Station \$30,840 (held over from previous budget)

#### Utility Expenditures

- Salary, Wages & Benefits - Hire 2 new Operations Specialists (January & July) to address: Overtime; Safety; Maintenance needs; Succession planning; Increasing customer traffic  
In August 2001, customer count was 7,200.  
In August 2008, customer count was 9,800. (last time new Operations position was created)  
In August 2020, customer count was 15,000.
- Operations & Maintenance Costs – Increased maintenance & capital costs:  
Purchase new heavy equipment (Morton); Software upgrade; Fuel costs

#### District Expenditures

- Hauling & Disposal – single largest annual expenditure- increasing by CPI annually
- Transfer for Operations & Maintenance Costs – increasing salaries, maintenance, & capital costs.
- Business & Occupation Taxes – increased in April, 2020, from 1.5% to 1.75%
- Credit Card Fees – 3 months District absorbed fees due to Covid-19, card only payment option.

#### Utility Revenues

- Transfer from Fund 415: Total cost of operating Utility (all 7 Programs) paid by District to Utility.
- Grant Funding: Two competitive grant awards from Ecology for recycling projects \$120,000; Uncertainty for 2021-23 biennium and state budget

#### District Revenues

- Tipping Fees – Planned increase, mid-year, based on vendor rate increases, capital costs, and staffing levels.
- District Tipping Fees: 1994 - \$95 per ton; 1997 - \$82 per ton; 2013 - \$90 per ton
- Recycling Sales – Elimination commingled recycling in 2021; Optimistic scrap metal market

#### District/Utility Reserves

- Current Reserves (Utility Fund 401)
 

Code Compliance	\$ 114,876
Crane Reserve	\$ 192,418
Capital Reserve (2010 to 2019)	\$ 305,454

Landfill Closure	\$ 287,993
<b>Available Reserve Balance</b>	<b>\$ 900,741</b>

- Principles: District Board measures - \$1.5 million reserve fund and 3 months operating costs.
- Current Reserve (District Fund 415): \$3.2 million

Questions:

- Max Vogt, City of Centralia asked what the biggest budget impact Covid-19 had on the Transfer Stations.
  1. Limiting payment options for 3 months was a challenge and incurring the credit card fees.
  2. Limiting out of county waste was an operational impact, but we were putting Lewis County residents first and protecting our staff.

**6. REPORTS**

**SWAC CHAIR**

*TERRY HARRIS* – No Report

**COUNTY STAFF**

*GREG GACHOWSKY, LCSW Manager* – No Report

*BILL TEITZEL, CODE ENFORCEMENT* - There are a couple of abatements in superior court at this time that will cost approximately \$3,500 each.

*MELANIE CASE, LCSW RECYCLE Coordinator* – Free Tire Recycling Event November 5, 6 and 7 from 8:00 am to 3:00 pm at the fairgrounds for Lewis County residents only.

**COMMERCIAL STAFF**

*TOM RUPERT, LEMAY/WASTE CONNECTIONS District Manager*- No Report

**STATE STAFF**

*PETER LYON, DEPARTMENT OF ECOLOGY* – Ecology has finally published the CROP guidelines. Lewis County will be required to submit a CROP by June 30, 2021.

**7. ANNOUNCEMENTS-**

Leaf Exchange 2020 November 7th and 21<sup>st</sup> from 10:00 am to 3:00 pm next to the Transfer Station in Centralia. They will also be taking clean and dried Styrofoam in clear bags.  
Holding half hour lunchtime online learning series on Wednesdays and very good attendance.

**8. ADJOURNMENT** – There being no further business, the meeting adjourned at 2:48 p.m.

Respectfully submitted,

Laurie Fife  
Administrative Assist, Sr.  
Lewis County Solid Waste