

**LEWIS COUNTY
SOLID WASTE DISPOSAL DISTRICT #1
Regular Meeting**

**Location: Hearing Room, Lewis County Courthouse, Chehalis, WA
July 26, 2021**

- I. Disposal District Acting Chair Lindsey Pollock called the meeting to order at 1:31 p.m., Monday, July 26, 2021. Those in attendance were:

Lindsey Pollock	Lewis County Commissioner
Gary Stamper (Zoom)	Lewis County Commissioner
Tom Rupert	Lemay/Waste Connections
Terry Harris	SWAC, Chair
Tina Hemphill	Deputy Director, Lewis County Public Works
Josh Metcalf	Director, Lewis County Public Works
Rocky Lyon	Manager, Lewis County Solid Waste
Melanie Case	Recycle Coordinator, Lewis County Solid Waste
Kristen Buckman	Office Manager, Lewis County Solid Waste
Teri Lopez	Admin. Assistant, Lewis County Solid Waste
Karen Hirte	Office Assistant, Lewis County Solid Waste
Katie Conradi (Zoom)	Accountant, Lewis County Auditor
Chronicle (Zoom)	Lewis County News Source

- II. Verified quorum is present.
- III. Minutes from Regular Meeting of June 28, 2021
Motion by Gary Stamper and seconded by Lindsey Pollock to approve minutes of the June 28, 2021 regular meeting. Motion carried.
- IV. Public Hearing – None
- V. Board Measures and Proposals – None
- VI. Transfer Station Operations
- A. Community Litter Program Report – Without inmate program, litter clean-up is a struggle. Litter program coordinator is very busy cleaning up illegal dumpsites. 12 sites cleaned. 4,200 tons of garbage removed.
- B. Transfer Station Tonnages – Total tonnage for June was 8,332 which was 14% higher than the previous year. Customer count for June was 14,040 which is 11% higher than the previous year.
- C. Recycling Update – Recycle Reset: Update – Melanie Case, LCSW Utility Recycle Coordinator, presented a slide show which highlighted the success of Recycle Reset from January through June of 2021 as compared to January through June of 2020:
- Kicked off January, 2021
 - 2 month's grace period for customer to continue recycling commingled and plastics
 - Recycling taken back to the basics
 - Multiple sources of publicity to announce change
 - Grants helped to fund this project
 - New signage installed
 - Volunteers dedicated 228 hours to education and outreach
 - 74% reduction in the amount of recyclables discarded
 - 73% reduction in the cost to dispose of contaminated recycling
 - Revenue from recycling up 320%

VII. Miscellaneous Reports

- A. Central Transfer Station Tipping Floor – Obtaining contractor bids for remodeling the main office for the tipping floor to get workers out of the modular building. Facilities remodeled the bathroom, which eliminated the need for a portable bathroom. Phases 2 and 3 for signage are complete. Working on completing phase 1 which is the main signage for the tipping floor and way finding for the facility.
- B. Central Transfer Station Main Office – Remodel to accommodate restructuring of operations is being done by facilities and is nearly complete.
- C. Staffing – One more position to fill in the Administration office but two Solid Waste Operating Specialists (SWOS1) are hired. Department will be fully staffed again soon. Team has been working hard to find alternatives but trying to get ahead of the game, changes for the better, efficiencies.
- D. Facility Traffic – Lines into the neighborhood and across the tracks. Staff looking into solutions but constraints of the facility are causing a lot of the backup.

VIII. Financial Reports

- A. Disposal District and Utility Income Statements - The District's statement showed a net income of \$78,955 for June of 2021 and the ending balance of District Fund 415 was \$3,294,786.
 - Fund 401 received 1st Qtr. reimbursements from Dept. of Ecology.
 - Expenditure highlights include ER&R, purchase of office furniture, HDR invoices for Feasibility study and the Adopt-A-Road program, which include beacons, safety vet, bags & litter grabbers. These expenses are included in the \$211,922 transfer. The Adopt-A-Road expenses will be reimbursed from litter grant at 100% during the 2nd quarter reimbursement schedule, expected in 'August.

IX. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility
Motion by Lindsey Pollock and seconded by Gary Stamper to approve payments and transfers in the amount of \$750,131. Motion carried.

X. Staff Discussion

- A. Josh stated that all the items listed on agenda for this section tie together. One of the primary focuses of the Solid Waste Utility is to improve fee recovery to cover costs. Potential for increasing fees was discussed at last Disposal District meeting. Staff is working on what fees need to be addressed to cover costs and meet future needs. Facility infrastructure is at its capacity. Options are being researched. There will be a need to replace some equipment. Rate increase structure is still in the works.
- B. Commissioner Stamper asked if it's possible to have something in writing showing the possible increases and the impact prior to the next meeting.
- C. Josh stated that three primary areas are being looked at; the tipping fee, tires and yard waste. A new contract for tire disposal has been signed and Rocky is working on getting a contract for yard waste instead of paying the gate rate. Josh plans to proceed with a notice of hearing and the process that goes with it which will include the proposed new rates.
- D. Commissioner Pollock asked if the Solid Waste Advisory Committee would be involved with the Notice of Hearing. The committee will not be directly involved in the Notice of Hearing but they have been and will be involved in discussions related to the rate increase.
- E. Rocky mentioned that he and Tom Rupert from LeMay have entered into conversations regarding the possibility of offering recycling service to all residents of Lewis County.

XI. Announcements – None

With no further business, ***Motion by Gary Stamper and seconded by Lindsey Pollock to adjourn the meeting at 1:58 p.m.***

Respectfully submitted,

Teri Lopez
Solid Waste Utility, Admin Assistant