LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1-AGENDA

Regular Meeting

Meeting Date: Monday, March 25, 2024 Meeting Time: 1:30 pm Location: Hearing Room, Lewis County Courthouse, Chehalis, WA.

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes February 26, 2024, Regular Meeting
- IV. Public Comment on any final-action items listed on this agenda
- V. Public Hearinga. 2024 Solid Waste Rate Increase
- VI. Board Measures and Proposals

Resolution 004-24 - Rescinding the following resolutions: No. 001-94, No. 004-97, No. 007-13, and No. 004-21. Increases for certain materials received at transfer stations operated by Lewis County.

Resolution 005-24 - Rescinding resolution No. 006-98. Updating hours of operation at East Lewis County Transfer Station.

Resolution 006-24 - Rescinding resolution No. 004-95. Updating hours of operation at Central Transfer Station.

- VII. Transfer Station Operations
 - a. Community Litter Program Report
 - b. Transfer Station Tonnages

VIII. Financial Reports

- a. Monthly Reports
- IX. Legislative Update None
- X. Approve Transfer from the Disposal District #1 Fund 4150 in the amount of \$711,776

February 2024 Total Expenses	ć	711.776
Payment to Department of Revenue for taxes	\$	24,745
Payment to City of Centralia for host fee	\$	16,750
Payment to Cowlitz Landfill and Dietrich Trucking for hauling and disposal	\$	382,933
Payment to Current Expense for Central Transfer Station rent	\$	51,000
Payment to Solid Waste Fund 4010 for East Lewis County Transfer Station rent	\$	1,859
Payment to Solid Waste Fund 4010 for operational expenses	\$	234,489

- XI. Staff Discussion None
- XII. Announcements
- XIII. Adjournment

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 REGULAR MEETING

Monday, March 25, 2024, at 1:30 pm

Lewis County is providing a virtual meeting option. Please see below:

- ONLINE: Attend the meeting via Zoom Meeting at <u>https://us06web.zoom.us/j/81523030269</u> The pass code is 538435.
- BY PHONE: To attend by phone, call 888-475-4499. The meeting ID is 815-2303-0269 and the pass code is 538435.

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

Regular Meeting Meeting Date: Monday, February 26, 2024, Meeting Time 1:30 pm Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

I. Disposal District Commissioner Sean D. Swope, called the meeting to order at 1:30 pm, Monday, February 26, 2024. Those in attendance:

Scott J. Brummer	Lewis County Commissioner
Sean D. Swope	Lewis County Commissioner
Lindsey R. Pollock, DVM	Lewis County Commissioner
Josh Metcalf	Lewis County Public Works Director
Tina Hemphill	Lewis County Public Works Deputy Director
Tom Rupert	Lemay Enterprises, Inc. District Manager
Terry Harris	Solid Waste Advisory Committee Chairman
Rocky Lyon	Lewis County Solid Waste Manager
Karen Hirte	Lewis County Solid Waste Administrative Assistant
Marissa Briggs	Lewis County Solid Waste Office Assistant

- II. Quorum verified.
- III. Approve the minutes of the January 22, 2024, regular meeting.Motion by Lindsey R. Pollock, DVM, and seconded by Scott J. Brummer. 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 002-24 – Rescinding resolution No. 004-18 and resolution No. 002-12: Establishing the Solid Waste Equipment Reserve Fund.

Motion by Scott J. Brummer and seconded by Lindsey R. Pollock, DVM. Motion carried.

Resolution 003-24 – Notice of public hearing, rescinding resolutions No. 001-94, No. 004-97, No. 007-13, and No. 004-21. Increases for certain materials received at transfer stations operated by Lewis County.

Motion by Scott J. Brummer and seconded by Lindsey R. Pollock, DVM. Motion carried.

- VII. Transfer Station Operations Presented by Rocky Lyon, Solid Waste Manager.
 - a. Community Litter Program Report January.
 - The litter program coordinator and crew cleaned up 47 road miles, spent a total of 114.75 hours picking up 2,700 pounds of litter. They also spent 56.25 hours working on 6 illegal dumpsites, cleaning up 2,480 pounds of litter.
 - Interchanges and Intersections 69 hours were spent cleaning up 2,040 pounds of litter with disposal fees in the amount of \$1,510.41.
 - Volunteers in Centralia and throughout Lewis County reported spending 90.50 hours collecting 311 bags of litter and 214 bags of recycling.
 - b. Transfer Station Tonnage January.
 - The combined monthly tonnage was 6,590.
 - Year to Date the tonnage was 6,590.
- VIII. Financial Reports Presented by Rocky Lyon, Solid Waste Manager.
 - a. Monthly reports January.
 - Fund 4150 revenue per the Munis report was \$353,572 and showed a net operating loss of (\$327,992). The ending fund balance was \$4,545,868.
 - Fund 4010 total expenses \$194,925.

- Total reserve balances \$1,060,730.
- IX. Legislative Update None.
- X. Miscellaneous Reports None.
- XI. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility. Motion by Lindsey R. Pollock, DVM, and seconded by Scott J. Brummer, to approve payments and transfers in the amount of \$681,564 for the month of January. Motion carried.
- XII. Staff Discussion.
 - a. Rocky Lyon, Solid Waste Manager, presented the 2024 rate increase recommendations from the Executive Advisory Committee (EAC) and the Solid Waste Advisory Committee (SWAC) to the board. It is recommended that the Solid Waste Utility proceed with the higher rate increase of \$120 per ton, which includes tax. It is anticipated that the increase will prevent the utility from pulling from reserves to cover expenses. Also, the rate increase will hopefully encourage citizens to utilize curbside garbage and recycling rather than bring in small loads to the utility, thus lessening traffic through the facility. A public hearing will be held at the next Disposal District meeting on March 25, 2024.
- XIII. Announcements None.
- XIV. Adjournment With no further business, motion by Lindsey R. Pollock, DVM, and second by Scott J. Brummer, to adjourn the meeting at 2:05 pm.

Respectfully submitted,

Karen Hirte

Karen Hirte Solid Waste Utility, Administrative Assistant

Solid Waste Utility Community Litter Cleanup Program Summary For the Month of February 2024

Lewis County Litter Crew

Supervisor Hours Crew Hours Road Miles Weight (Pounds) Other Item Fees (TV, Tires and Appliances) Total Disposal Fees Public Works Roads Clean-Up	\$ \$ \$	50.50 101.00 43.00 2,140.00 25.00 171.98 335.00
Illegal Dumpsites Supervisor Hours Crew Hours Dumpsites Cleaned Weight (Pounds) Other Item Fees (TV, Tires and Appliances) Total Disposal Fees	\$ \$	14.00 28.00 5.00 1,380.00 - 83.87
Lewis County Contracted Litter Crew: Roadside Crew Hours Road Miles Weight (Pounds) Other Item Fees (TV, Tires and Appliances) Total Labor and Disposal Fees	\$ \$	- - - -
Interchanges and Intersections Hours Weight (Pounds) Other Item Fees (TV, Tires and Appliances) Total Labor and Disposal Fees	\$ \$	69.00 900.00 - 1,510.41
Volunteer Litter Clean-up Hours Weight (Pounds) Bags Collected Other Item Fees (TV, Tires and Appliances) Total Disposal Fees	\$ \$	48.50 _ 146.50 _ _ _

Totals may not foot due to rounding.

COMMUNITY LITTER CLEANUP PROGRAM 2024

				T												T		1						
_		lanuary	February		March	A	April		May		June		July	Au	gust	Septem	ber	October	N	ovember	Dece	ember	YT	TD Totals
Lewis County Litter Crew																								
Supervisor Hours Litter		37.75	50.5	0	-		-		-		-		-		-		-	-		-		-		88.25
Crew Hours		77.00	101.0	0	-		-		-		-		-		-		-	-		-		-		178.00
Road Miles		47.00	43.0	0	-		-		-		-		-		-		-	-		-		-		90.00
Road side disposal weight		2,700.00	2,140.0	0	-		-		-		-		-		-		-	-		-		-		4,840.00
Disposal Fees	\$	183.74	\$ 171.9	8 \$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$-	\$	-	\$	-		355.72
Public Works Roads Clean-Up	\$	-	\$ 335.0	0\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$-	\$	-	\$	-	\$	335.00
Illegal Dumpsites	1			- 1		1						1												
Suprvisor Hours		19.25	14.0		-		-		-		-		-		-		-	-		-		-		33.25
Crew Hours		37.00	28.0		-		-		-		-		-		-		-	-		-		-		65.00
Dumpsites Cleaned		6.00	5.0		-		-		-		-		-		-		-	-		-		-		11.00
Pounds		2,480.00	1,380.0		-		-		-		-		-		-		-	-		-		-		3,860.00
Disposal and labor Fees	\$	208.11	\$ 83.8	7 \$	-	\$	-	Ş	-	Ş	-	\$	-	Ş	-	Ş	-	Ş -	Ş	-	Ş	-	Ş	291.98
Lewis County Contracted Litte	r Crew	: Roadside	e																					
Team Hours		-	-		-		-		-		-		-		-		-	-		-		-		-
Road Miles		-	-		-		-		-		-		-		-		-	-		-		-		-
Pounds of Litter Picked Up		-	-		-		-		-		-		-		-		-	-		-		-		-
Labor and Disposal Fees	\$	-	\$-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$ -	\$	-	\$	-	\$	
Interchanges and Intersection	s																							
Hours		69.00	69.0	0	-		-		-		-		-		-		-	-		-		-		138.00
Pounds of Litter Picked Up		2,040.00	900.0	0	-		-		-		-		-		-		-	-		-		-		2,940.00
Other Items Picked Up		-	-		-		-		-		-		-		-		-	-		-		-		-
Labor and Disposal Fees	\$	1,510.41	\$ 1,510.4	1\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$-	\$	-	\$	-	\$	3,020.82
Interchanges cleane	d:			-								•							-					
Volunteer Litter Clean-up Wor	k																							
Hours	~	90.50	48.5	0	-	1		1		1		1					_ 1	_			1			139.00
Pounds of Litter Picked Up		165.00	40.5		_						-				-			_						165.00
Bags Collected		311.00	146.5	0	-		-		-		-		-		-		-	-		-	1	-		457.50
Disposal Fees	Ś	511.00	\$ -	6	-	Ś	-	¢	-	¢	-	Ś	-	ć	-	¢		- د	ć	-	Ś	-	ć	457.50
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Centralia Volunteers: Chehalis Volunteers: 30 volunteers, 48.50 hours, picked up 53.5 bags of litter and 43 bags of recycling 93 bags of litter picked up

Lewis County Volunteers:

Lewis County Drug Court:

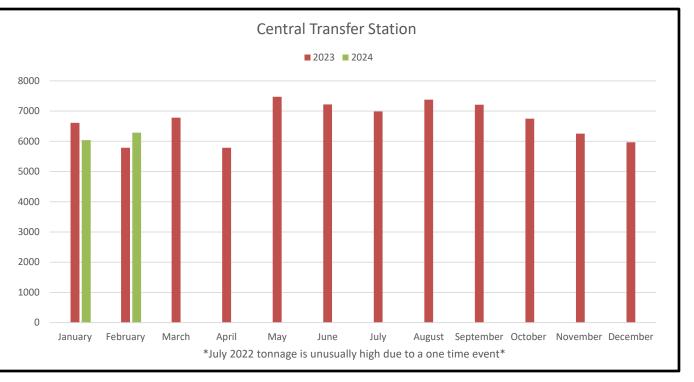
Litter Clean-up Events:

	Illegal Dumpsites cleaned					
Road & Mile Post	Pounds	Other	Oth	er Fees	# of Sites	
Galvin Rd. MP 1	200	-	\$	-	1	
Hwy. 6 MP 2	140	-	\$	-	1	
Hwy. 603 MP 1	300	-	\$	-	1	
Salzer Valley Rd. MP 1	740	-	\$	-	2	
	1380	-	Ś	-	5	

Totals may not foot due to rounding.

LEWIS COUNTY SOLID WASTE TONNAGE REPORT

Month	Central	Transfer	Station
	2023	2024	Difference
January	6,611	6,037	(574)
February	5,784	6,288	504
March	6,783	-	-
April	5,785	-	-
May	7,471	-	-
June	7,222	-	-
July	6,988	-	-
August	7,378	-	-
September	7,213	-	-
October	6,751	-	-
November	6,254	-	-
December	5,968	-	-
Total			
Tonnage	80,208	12,325	



Month	East Lewis County							
wonun	2023	2024	Difference					
January	714	553	(161)					
February	584	824	240					
March	691	-	-					
April	651	-	-					
May	744	-	-					
June	972	-	-					
July	933	-	-					
August	998	-	-					
September	888	-	-					
October	836	-	-					
November	774	-	-					
December	606	-	-					
Total								
Tonnage	9,391	1,377						

	2024
	Estimated
90	Tonnage:
12	85,000
	Actual
	Tonnage/
	Estimated
	Tonnage
	16%

2024

Total

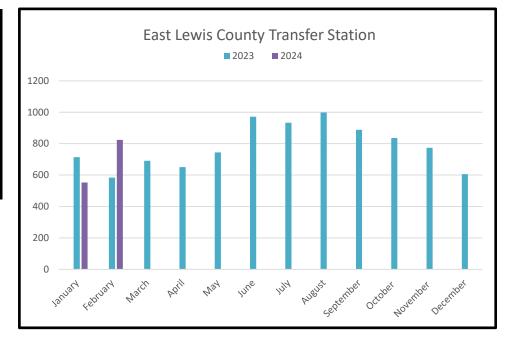
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13,702



Lewis County Disposal District meeting packet March 25, 2024

Solid Waste Disposal District #1 Fund 4150 Monthly Report For the Month of February 2024

Beginning Fund 4150 Balance \$ 4,545,868

Revenue:			
Solid Waste Sales and Services	750,561		98.92%
Late Fees	100		0.01%
Accounts Receivable	-		0.00%
Misc. Non-Operating	-		0.00%
Over / Short	(2)		0.00%
Recycling/Miscellaneous Revenue	8,068		1.06%
	Total Revenue	758,727	100.00%
Expenses:			
Business and Occupational Service Tax	13,263		1.86%
Refuse Tax	11,482		1.61%
Professional Services and Supplies	-		0.00%
Building / Facility Rent	52 <i>,</i> 859		7.43%
Hauling and Disposal	382,933		53.80%
Credit Card Fees	-		0.00%
Host Fee	16,750		2.35%
Monthly Payment to Fund 4010	234,489		32.94%
	Total Expenses	<u>711,776</u>	100.00%

Net Operating Gain 46,951

Ending Fund 4150 Balance \$ 4,592,819

Landfill Closure Reserve \$287,993

Following page 10 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 4150 2024

16.67% OF YEAR ELAPSED

	J	anuary	F	ebruary	March	April		May	June	July	August	September	October	Nov	ovember	December	Yearend	Y	TD TOTALS	E	BUDGET	% YTD/Budget
Revenue:										-												
Solid Waste Sales and Services	\$	349,659	\$	750,561	\$-	\$	- \$	\$-	\$-	\$	- \$	- \$	\$	- \$	-	\$-	\$ -	\$	1,100,220	\$	8,710,000	12.63%
Late Fees paid by Customers		150		100	-		-	-	-		-	-	-	-	-	-	-		250		1,800	13.89%
Petty Cash		-		-	-		-	-	-		-	-		-	-	-	-		-		-	0.00%
Over/Short		17		(2)	-		-	-	-		-	-		-	-	-	-		15		-	0.00%
Misc. Non-Operating		-		-	-		-	-	-		-	-		-	-	-	-		-		-	0.00%
Recycling/Misc. Revenue		3,746		8,068	-		-	-	-		-	-		-	-	-	-		11,814		75,000	15.75%
Total Revenue	\$	353,572	\$	758,727	\$-	\$	- \$	\$-	\$-	\$	- \$	- \$	\$	- \$	-	\$-	\$-	\$	1,112,299	\$	8,786,800	12.66%
Expenses:																						
Refuse Tax	Ś	9,596	Ś	11,482	Ś -	Ś	- 5	ś -	Ś -	Ś	- Ś	- Ś	Ś	- Ś	-	Ś -	\$ -	Ś	21,079	Ś	-	0.00%
Business and Occupation Tax		12,392		13,263	-		- '	-	-		-	- 1		-	-	-	-	ľ.	25,655		152,457	16.83%
Professional Services		-		-	-		-	-	-		-	-		-	-	-	-		· -		6,000	0.00%
*Building/Facility Rent		52,859		52,859	-		-	-	-		-	-		-	-	-	-		105,718		634,308	16.67%
Hauling and Disposal		346,901		382,933	-		-	-	-		-	-		-	-	-	-		729,834		4,725,375	15.44%
Host Fee		16,750		16,750	-		-	-	-		-	-		-	-	-	-		33,500		201,000	16.67%
Utility Fund Contracted Services		243,066		234,489	-		-	-	-		-	-		-	-	-	-		477,555		3,761,850	12.69%
Total Expenses	\$	681,564	\$	711,776	\$ -	\$	- \$	\$-	\$-	\$	- \$	- \$	\$	- \$	-	\$-	\$ -	\$	1,393,340	\$	9,480,990	14.70%
		,		,																		
Net Operating Gain/(Loss)	\$	(327,992)	\$	46,951	\$-	\$	- \$	\$-	\$-	\$	- \$	- \$	\$	- \$	-	\$-	\$-	\$	(281,041)			

This sheet is intended to compare the Solid Waste Disposal District YTD totals to the Solid Waste Disposal District budget. Fund 4150 balance can be found on the Solid Waste Disposal District report.

*Breakdown of building/facility rent: Central Transfer Station (CTS) monthly rent is \$51,000 and the East Lewis County Transfer Station (ELCTS) monthly rent is \$1,859. CTS monthly rent payment increased from \$38,700 to \$51,000 in January 2010. \$38,700 goes toward a bond payment and \$12,300 is reserved in Solid Waste Fund 4010 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 4010 Monthly Report For the Month of February 2024

Revenue:

Nevenue.			
Grants	-		0.00%
Reimbursement for Litter Program	-		0.00%
Misc Revenue	-		0.00%
Insurance Recovery	-		0.00%
Rent From Disposal District	1,859		0.79%
Payment From Disposal District	234,489		99.21%
	Total Revenue	236,348	100.00%
Expenses:			
Admin and Transfer Station Programs			
Salaries and Fringe Benefits	129,536		54.81%
Supplies / Small Tools / Equipment	7,572		3.20%
Fuel Consumed	4,263		1.80%
Professional Services	25,700		10.87%
Utilities	1,097		0.46%
Miscellaneous	2,656		1.12%
Equipment Rental	11,923		5.04%
Interfund Equipment	-		0.00%
Interfund Charges	-		0.00%
Crane and Site Maintenance	10,865		4.60%
Training / Travel / Subscription	-		0.00%
Recycling Program	12,969		5.49%
Litter Program	9,614		4.07%
Code Compliance Program	-		0.00%
Nuisance Abatement	-		0.00%
Homeless Camp Clean Up Program	-		0.00%
Landfill Closure Program	4,455		1.88%
Moderate Risk Waste Program	15,698		6.64%
Capital Improvements	<u> </u>		0.00%
	Total Expenses	236,348	100.00%

Net Operating Income \$ -

\$ 114,876
50,000
 895,854
\$ 1,060,730
\$ \$

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

SOLID WASTE UTILITY FUND 4010 2024

16.67% OF YEAR ELAPSED

	January		February	March	April	May	June	July	August	September	October	November	December	Yearend	YTD TOTALS	BUDGET	% YTD/Budget
Revenue:																	
LSWFA Grant	\$	- \$	-	\$ -	\$-	\$ -	\$-	\$ -	\$ -	\$ -	\$ -	\$-	\$-	\$-	\$-	\$ 150,000	
Litter Grant		-	-	-	-	-	-	-	-	-	-	-	-	-	-	103,000	
Rent From Disposal District	1,85	59	1,859	-	-	-	-	-	-	-	-	-	-	-	3,718	22,308	
Reimbursement from Litter Crew		-	-	-	-	-	-	-	-	-	-	-	-	-	-	136,382	
Payment From Disposal District	243,06	56	234,489	-	-	-	-	-	-	-	-	-	-	-	477,555	3,761,850	
Total Revenue	\$ 244,92	25 \$	236,348	\$ -	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$ 481,273	\$ 4,173,540	11.53%
Expenses:																	
Salary and Benefits	\$ 130,83		129,536	\$ -	\$ -	\$ -	Ş -	Ş -	Ş -	Ş -	\$ -	Ş -	\$-	\$-	\$ 260,369		
Supplies/Small Tools and Equipment	2,38	36	7,572	-	-	-	-	-	-	-	-	-	-	-	9,958	65,500	
Fuel Consumed		-	4,263	-	-	-	-	-	-	-	-	-	-	-	4,263	70,000	
Professional Services	21,83		25,700	-	-	-	-	-	-	-	-	-	-	-	47,532	578,737	
Utilities	35		1,097	-	-	-	-	-	-	-	-	-	-	-	1,456	36,000	
Miscellaneous	1,66		2,656	-	-	-	-	-	-	-	-	-	-	-	4,321	23,795	
Equipment Rental	60	00	11,923	-	-	-	-	-	-	-	-	-	-	-	12,523	20,250	
Equipment		-	-	-	-	-	-	-	-	-	-	-	-	-	-	131,604	
Interfund Charges		-	-	-	-	-	-	-	-	-	-	-	-	-	-	186,444	
Crane and Site Maintenance	5,25	50	10,865	-	-	-	-	-	-	-	-	-	-	-	16,115	234,455	
Training and Travel		-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,445	
Recycling Program	11,48		12,969	-	-	-	-	-	-	-	-	-	-	-	24,455	249,428	
Landfill Closure	1,45	58	4,455	-	-	-	-	-	-	-	-	-	-	-	5,913	73,828	
Code Compliance Support		-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	
Nusiance Abatement		-	-	-	-	-	-	-	-	-	-	-	-	-	-		0.00%
Homeless Camp Clean Up Program		-	-				-	-	-	-	-	-	-	-		27,000	
Litter Program	10,48		9,614				-	-	-	-	-	-	-	-	20,102	239,382	
Moderate Risk Waste	8,56	80	15,698				-	-	-	-	-	-	-	-	24,266	241,371	
Capital Improvements/Repairs		-	-	-	-	-	-	-	-	-	-	-	-	-	-	325,000	
Total Expenses	\$ 194,92	25 \$	236,348	\$ -	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$ 431,272	\$ 4,267,509	10.11%
Net Operating Gain/(Loss)	\$	00 \$	-	\$ -	Ş -	\$ -	Ş -	Ş -	Ş -	Ş -	Ş -	Ş -	\$-	\$ -	\$ 50,000		

CRANE RESERVE PAYMENT

This sheet is intended to compare Solid Waste Utility YTD to the Solid Waste Utility Budget. Fund 4010 reserve balances can be found on the Solid Waste Utility report.

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

Lewis County Disposal District meeting packet March 25, 2024