

**MANAGING BOARD MEETING**  
**LOPEZ SOLID WASTE DISPOSAL DISTRICT**  
**Wednesday, October 16 , 2019**  
**(Approved 11/20/19)**

**LOPEZ ISLAND FIRE HALL MEETING ROOM**

**1:00 PM to 3:00 PM**

Board members present: Clark Johnson, Rhea Miller, Gene Helfman( via Skype), Clay Smith, and Larry Bailey. Others present: District Manager Laurie Bullock; Facility Manager David Zapalac; Swap Chair Kim Norton ; and guest Linda Noreen.

Clark called the meeting to order at 1:00 PM, noting no changes to the Agenda .

**Rhea moved to approve the minutes of the September 25, 2019 Board meeting. The motion was approved unanimously.**

**Status Reports:**

**Financial Officer:** Financial Summary. Laurie reviewed **September** financials. We were 35.7% above budgeted revenues for the month and are 9.1% above budgeted revenues for the year (\$26,061). September expenditures were 7.7% above budgeted and we are 4.4% above budgeted expenditures for the year (\$12,422). **YTD** we are 17.3% above budget on garbage tip fee revenue & 11.9% above budget on recyclable tip fee revenues. We are 13.4% above budget on wages, 77.1% on garbage transportation expenses, 12.4% above budget on recyclable transportation expenses and 64.5% above budget on our reclamation disposal fees for glass. **Cash.** On September 30, we were holding \$230,000 in investments and \$21,266 in our cash account for a total of \$251,266.

Claims & Payroll. Laurie submitted claims for approval and **by unanimous consent the following vouchers/warrants /electronic payments were**

**approved for payment:**19039-\$640.99; 19040-\$3,626.36;19041-\$386.72; 19042-\$441.02;19043-\$10,712.11;and September Payroll-\$16,607.25.

**Solid Waste Alternatives Program(SWAP)** : Kim reported:  
**Board**-Catherine Sorenson has joined;**Skirts**-Kim is holding a workshop 10/5 to prepare for Holiday Sale; **Blossom Bag Bin**-Signage is working, container is staying clean; **Levy Campaign**-Levy ads and flyers are in process; **2020 Dogs at the Dump Calendars**- sales are doing OK; and **Thrift Shop**- \$4,000 grant received.

**Solid Waste Advisory Committee(SWAC)**: The Committee did not meet.Dave reported that the new Chair will be Mark Ingram.

## **Staff Reports:**

The Board reviewed the staff reports.

**Facility Manager**- David summarised his report: Business continues to slow down as we transition from the Summer schedule into the Fall this Week. Clark's analysis of customer load size has shown an increase in percentage of large bulk loads coming to the site this year. Three more local contractors have requested LSWDD charge accounts during this month alone.Larrol Parlin has been hired on as our new truck driver. He brings years of experience as a commercial truck driver with a class A rating.He will train with Dan in the next two weeks and will split the workload with Dan.

**Administrator** - The Daily Bale Report for YTD thru September was reviewed by the Board.

**Training, Education, and Outreach Coordinator**- Nikyta is on vacation.

## **Old Business:**

### **2019 Year end Estimate and Draft 2020 Budget**

Clark presented his estimated budget for the balance of 2019 and

the 1st draft of our 2020 Budget, which the Board reviewed line-by-line. Clark thanked Laurie for all of her good work in developing the year end estimate and the budget for next year.

It was noted that Skagit County Public Works raised their rates from \$95/ton to \$103/ton in September 2019. They are planning another rate increase in 2020 around June to \$105/ton, increasing to \$107/ton in 2021, \$109/ton in 2022, and \$111/ton in 2023.

It was agreed that we need to pay special attention to our costs in this escalating price environment and try to solve the problem of our \$8,000 shortfall between collections and expenses. It was agreed that the lack of a scale and the difficulty in estimating weight of construction debris and large loads are the probable causes.

Clark will fine tune the 2020 Budget in light of the comments received for final approval at our November Board Meeting. The proper level of our Reserve Fund was also discussed and Larry was asked to research the issue for discussion at our November meeting.

### **Board Diversity and Recruitment**

The Information sheet and Application form will be posted to the website this month,

### **New Business:**

#### **State Solid Waste Emergency Plan.**

The County is developing a plan. We are not clear as to what the County expects from us. We anticipate any input will be channelled thru SWAC.

### **Idea Pot:**

- TIOLI donations: credit card / cash –options and issues discussed.
- Revenue shortfall-options and issues discussed.
- Reworking the “Annual Budget/Levy Cycle” Procedure-discussed.
- Paul’s closing comments--will be discussed and considered in coming months.

**Public Comment:**

No comments.

The meeting was adjourned at 3:00 pm. The next meeting will be on  
November 20,2019

Respectfully submitted,

Larry Bailey, Secretary

[larryb@lopezsolidwaste.org](mailto:larryb@lopezsolidwaste.org)

