

# LOPEZ SOLID WASTE DISPOSAL DISTRICT REGULAR MANAGING BOARD MEETING

## MINUTES

THURSDAY, JUNE 18, 2015  
LOPEZ ISLAND FIRE HALL MEETING ROOM  
3:00 PM to 5:00 PM

### Approved at 7/16/15 Board Meeting

Board members present: Sandy Bishop, Bruce Creps, Dan Post, Judy Meyer, Jim Lombard  
Board member absent: Tytti Langford  
Others present: Facilities Administrator Gary Lawrence, Manager Dave Zapalac, SWAP Chair Sarah Eppenbach, TIOLI Chair Carol Steckler

1. Sandy called the meeting to order at 3:02 noting no changes to agenda.
2. **A motion was made to approve the minutes from May 21, 2015 regular meeting.** After correcting the date on the Trashion Fashion Show, **the motion was approved 5/0/0.**
3. Board business:

Treasurer's report:

[See attachment 1.](#)

Items for payment were approved and signed.

Bruce stated that the DOE wastewater permit was increasing by 3%

At our next meeting we will need to consider a resolution regarding our levy request. All (especially OPS) were requested to come to the meeting prepared to describe any large capital expenditures anticipated for next year.

Another item for discussion at our next meeting is how we will proceed to develop a long-range financial plan that incorporates a reduced income from garbage tip fees as we move toward zero waste. Members were asked to think about how we might want to group our customers into no more than 5 types to better analyze how and why our garbage amounts are changing. This would result in an additional question being asked and the answer recorded at the kiosk.

4. Staff reports and Board action if noted in report or requested:

**manager's monthly report:**

[See attachment 2.](#)

The guidelines for employees and volunteers were discussed. David and Carol will work to incorporate a clearer statement of how staff and volunteers would be disciplined if they do not comply with these conditions. Sandy volunteered to help. They will bring this to the next board meeting.

**Administrator's report:**

[See attachment 3.](#)

Jim will look at the TIOLI discards to determine if there is a market for any of them.

5. Committee reports:

SWAP – They have raised \$800 in sales and contributions at the Farmer's Market. They recognize that Nikyta is working at TIOLI and will come to the Market when she can. Bill Johnson and Liz Scranton will MC the Trashion Fashion Show, which will be set up as theater in the round. Tickets will be \$20. Kate and Sarah will be stepping down at the end of December, and they suggest having 5 people on the SWAP Board.

OPS – Jim is taking the first load of alkaline batteries to the Anacortes, Ace Hardware for free recycling. OPS is creating a sandwich board that states where parking is located. Dan provided a demonstration of e-waste, noting that we make a little money on printer recycling, but lose money on other e-waste. After discussion of what could be done to resolve this situation, Jim agreed to draft a proposal and bring it to the next meeting.

TIOLI – Volunteers are not signing up pro-actively, and Carol has to send out additional notices that help is needed. She will work with Nikyta to address this problem.

SIGN – There won't be new signs until all the existing ones have been installed. A sign-making business on the island has volunteered to make future aluminum signs for free – so long as LSWDD supplies the blanks. It was an offer that was enthusiastically accepted.

6. Other reports –

SWAC – The county does not have an employee in charge of solid waste. San Juan and Orcas have said they want to meet with us to discuss issues of common concern.

7. Old business –

**A motion was made to approve** the job description for the permanent outreach/education position (see **Attachment 4**). Discussion noted that the workplan identifies how much time will be spent on each task during that month. **Motion approved 5/0/0.**

**A motion was made to approve** filling this position in the following manner: We hire Nikyta Palmisani, effective July 1, 2015, for this permanent position at \$20/hr, with an annual limit of 1248 paid hours, which is an average of 24 hours/week, not to exceed 32 hours in any week, unless specifically pre-approved by her manager; the position includes PERS and 48 hours/year paid personal leave; for 2015 there will be 24 hours paid leave, effective July 1; there

is no carry-forward beyond year-end for unused leave. After discussion noting that there were adequate funds in this year's budget to support this, **the motion was approved 5/0/0.**

8. New business –

The proposed poster and summer information brochure was discussed. Sandy will convey the changes suggested to Nikyta, in particular to take our logo off the poster, since Nikyta is simply advising businesses and it is not an official LSWDD publication.

LSWDD participation in the July 4<sup>th</sup> parade was discussed, noting that this will be a volunteer effort with little expenditure of funds. It was suggested that SWAP and LSWDD volunteers confer.

9. Meeting was adjourned at 5 pm. Next regular board meeting is July 16, 2015.

Respectfully submitted,

Judy Meyer,  
Acting Secretary  
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