

## MANAGING BOARD MEETING

### LOPEZ SOLID WASTE DISPOSAL DISTRICT

*Feb 17, 2021*

*Approved DATE: March 17, 2021*

### ZOOM MEDIA MEETING 1:00 PM to 3:00 PM

**Board members present:** *Rhea Miller, Gene Helfman, Clay Smith, Pam Stewart and Larry Bailey. Others present: District Manager Laurie Bullock; Facility Manager David Zapalac; TEO Coordinator Nikyta Palmisani; and SWAP Chair Kim Norton. Visiting Dan Post; Alannya Sowers.*

CHAIR *Larry Bailey* called the meeting to order at *1:00*.

Approval of Minutes from Jan 20, 2021 Board Meeting. Unanimous

### STATUS REPORTS

**Financial Officer's Report.** Laurie: see appended report for details

#### **Budget-**

We were 19.3% above budgeted revenues for January, Expenditures were 14.3% over budget for the month of January. Recovery of credit card fees higher than expected; taxes higher than expected. Wages were higher than projected because of overlapping training and more folks on Sundays. Do to the timing on when we pay rent we needed to pay \$225 in January to balance our account

**Investments-** We have \$260,000 in investments.

**Cash on hand-** At the end of January 2021, we had \$40k in our cash account; \$300k total.

**Claims and Payroll -** LSWDD Claims 21004-8. Payroll for January and January Payroll were approved for payment. Laurie will circulate claims for electronic signature.

**Solid Waste Alternatives Project (SWAP).** Kim: working on website of its own which will be linked to LSWDD website. Approved line item for staff/board appreciation event. Summer on hold.

**Solid Waste Advisory Committee (SWAC).** David: met on the 11<sup>th</sup>, Laurie and David attended. Chair is Troy Lautenbach. Christine Minney new council member

attended. State bag ban delayed until June or later. Questions about #3-#7 plastics recycling or garbage; unresolved. Lopez will handle composting on its own.

### **Questions from Board concerning Staff Reports:**

### **STAFF REPORTS:**

**Facility Manager.** Skagit apparently no longer wants our tires. May have to go to Les Schwab. Need to check this out.

### **SAFETY.**

### **GENERAL OPERATIONS/ONGOING ISSUES.**

### **CUSTOMER/VOLUNTEER FEEDBACK.**

**District Manager.** Laurie:

#### **Budget-**

**Driver** Terry Archer is our new driver, will soon start training on his own time.

**Administrator.**

*The Report has not yet been received from Skagit Recycling.*

**Training, Education, and Outreach Coordinator: Nikyta:** DOE had a recycling development grant available, for which we (Nikyta) applied and was approved. Budget: \$50K to be spent by June 30, 2021, pandemic allowing. To be used for a **remakery**. A maker space provides space and tools to make objects from TIOLI or the recycle plaza. Will happen off-site, perhaps in the village behind Holly B's. Available to anyone in the community, including Hispanic community. Making new things from upcycled materials. May involve SWAP involvement to keep going past the end of the grant. Public outreach committee will serve as organizer with Laurie as oversight. ReMakery would roll over to LSWDD responsibility

after grant ends. It was moved to accept the grant, understanding that LSWDD does not assume financial responsibility in the future: Unanimous. Nikyta will send board more details.

**Training/Volunteers:**

**Education:**

**Ongoing:**

**OLD BUSINESS:** Dump Redesign Committee, *report appended below*. Two subcommittee meetings occurred. Laurie and Mark are drafting an MOU to go to the county (*MOU attached*) Waiting to hear from the County on next steps before hiring a consultant for expansion. Christine Minney coming to the island next week to meet with the committee.

**NEW BUSINESS:**

Financial reporting- Laurie: decided to present comparative data as a bar graph on a quarterly basis.

Reserve Fund Policy- Larry/Clay

- Board Committees for 2021—Larry: Consolidation and create four committees with two board members in each. District management and finance, site operations and safety, public outreach and volunteers, strategic planning (including Dump Redesign). Approved unanimously for the future. Committees should meet at least quarterly as a guideline.

**IDEA POT: none**

**PUBLIC COMMENT :** Dan: garbage is our income.

The meeting was then adjourned at 2:35 *pm*. Next Regular Board meeting will be another ZOOM EVENT March 17, 2021 1- 3 pm.

Respectfully submitted,

Gene Helfman, Secretary

The Strategic Planning Committee has been meeting via Zoom on alternate weeks since its inception. Our current focus is site expansion occasioned particularly in response to the safety issues associated with increased patronage of LSWDD facilities and pressed forward by the pending availability of the County Road Works site immediately to the south of our existing site.

Committee members are Laurie Bullock, LSWDD District Manager and Public Records Official; David Zapalac, Facility Manager; Pam Stewart, LSWDD Board Member; Ross MacDonald, LSWDD Board Member; and Mark Ingman, San Juan County Solid Waste Program Coordinator.

Currently, we are working on four fronts:

1. Enhancing person-to-person professional relationships with County Administrators and other immediate stakeholders
2. Securing an MOU formalizing working relationships between the County and the District in regard to site expansion
3. Agreeing on messaging so we have defined talking points and we all tell our story in consistent, self-reinforcing ways
4. Identifying a bold timeline.

What to report:

1. Relationships. As reported last meeting, Pam Stewart and Ross MacDonald had a Zoom conversation with County Council Member Jamie Stephens and County Manager Mike Thomas. Following up on their recommendation, Christine Minney and Cindy Wolf, the newly elected San Juan County Council Members, have been invited to tour the LSWDD site. Christine Minney is confirmed for Friday February 26, arriving on site for a 90 minute tour around 11:15 – 11:30AM. We are waiting to hear from Cindy Wolf.
2. MOU. A revision of our first draft MOU is in progress. Our intent is to provide an overarching framework for lines of fiscal and operational responsibility. Addenda will fit into this framework and provide specific details as needed over time. We hope to have this firmed up in the next two months.
3. Messaging. We are seeking alternate names for the project with more palatable connotations than Dump 2.0. We also want to get our messages lined up and leaned out. This is not the time for details or pitches for support. However, if beginning now we consistently communicate about our operations and our plans in clear concise, compelling messages, our case will build itself. We are considering the following talking points:
  - a. Safety is our top concern.
  - b. Upward trends in usage of garbage recycling and TIOLI
  - c. High levels of success by a number of measures including
    - i. Community support illustrated by Bond measure vote
    - ii. Community spirit illustrated by volunteers and involvement in activities like Great Island Clean Up, % waste in delivered
    - iii. Recyclables
  - d. Responsible fiscal management, particularly development of adequate funding base for site expansion
  - e. Key moment of opportunity for expansion because of county's plan to increase centralization of county road works and relocation Lopez Road Work operations
4. Timeline. We think a bold timeline for opening of the expanded site is in order. In the Zoom meeting mentioned in item #1 above, Mark and Jamie identified 3 years as a possibility. Aligning our timeline objective with theirs is entirely consistent with remedying our immediate safety concerns.