

Minutes, LSWDD Board Meeting, 4/20/22

Call to Order-Pam 1:00!

Approval of March 16, 2022 Board Minutes approved unanimously.

Present: Board Members Pam, Ross, Cyndi, Gene, Rhea; SWAP: Kat; Staff: Larissa TEOC coordinator; David Facility Manager;

### **Status Reports:**

*Financial Report/Claims & Payroll-Ric* We had March income of \$51,204 and expenses of \$48,804, leaving a modest profit of \$2,401 for the month. On a year-to-date basis, we have income of \$123,236 and expenses of \$109,941, leaving a year-to-date profit of \$13,295.

There will be an increase in the April line item GARBAGE TIP FEES PAID, as two invoices from Skagit County PW (totaling \$11,326) went to SPAM before I caught their absence. The line item is called out in **red** on your two P&Ls.

**Claims** requiring board signature include:

- LSWDD Claim 22004
- LSWDD Claim 22005
- LSWDD Claim 22006
- LSWDD Claim 22007
- LSWDD Claim 22008
- LSWDD Claim 22009
- March Payroll Claim
- Claims will need your **digital signatures** (via Adobe Sign).

Pam: is there a legal requirement for reserve. Ric: none specific other than not running out of money.

Rhea: needs a little more detail on expenses; Ric: will send invoices.

Cyndi: how do we look in the short and long term, budget-wise. Ric: Levy funds come in irregularly so when the next property tax payment comes in (e.g. May) we'll have a better idea.

Pam: is this a good time to start thinking about raising the levy? If not now, then when. Rhea: There needs to be a levy campaign up and running by July 1<sup>st</sup>. Have to gear up well ahead of time. Ric: with impending site expansion, we may have to consider this in the long term because we'll be over budget then.

Cyndi: how have we found someone to lead the levy campaign (can't be board or staff). Kat: SWAP is looking for someone. SWAP can help but can't chair the campaign. They can fund the campaign. Pam: how much effort is involved? Rhea: learning curve exists. Larissa: potentially could find someone among the volunteers but needs more specifics as to the duties. Rhea will help with that. Pam: this should be written down so new people know what to do. Kat: Jonathon has a thumb drive with that information. Ross: how about a former board member; will

reach out to Clark. Larissa will give to Ross. Ric: info on county website and look at tax info which gives the breakdown of how much goes to us. We need to make sure community knows how much of property tax is going to LSWDD. Ric, Ross and Pam will have info w.r.t levy for next meeting. Rhea: we need to start a PR campaign about the dump to keep public informed for understanding the levy.

*Solid Waste Alternatives Project (SWAP)-Kat.* SWAP needs to know when LSWDD wants the \$4500 raised for the box truck. Will turn over to Ric. Can SWAP take donations at TIOLI? To be discussed

*Solid Waste Advisory Committee (SWAC)-David.* Didn't meet.

*Strategic Planning Committee-Cyndi.* Clay and Cyndi met and will focus on projects for 22-23. Seeking individual comments. Wants to set up call with each of us over the next few weeks. Cyndi will send email to each.

### **Staff Reports:**

*Facility Manager-David.* Issues with the truck dealt with. Magnet sweeper used weekly. Looking for a large magnet that can go on back of forklift to sweep more regularly. Rhea: why are we getting so much more for steel? David: Not sure why, given metal shipment is less. Bailer shed expansion: Ric—conversing with County getting things started. They want to manage bid process. Working on it. The funds are there; PW has budgeted funds so it's just getting through the permitting process and putting out bids. Rhea: who does it. Ric: Kendra. Rhea: is recycling acceptance changing with changing population? David: it's just a matter of educating newer people. Cyndi: any talk about glass recycling with Orcas? David: Tuesday, May 3<sup>rd</sup> we're going to Orcas to see their operation w.r.t. crusher. Anyone else? Orcas has a bailer shed planned and it would be interesting to see. David: Latenbach (sp?) has a Ferndale recycling facility for Whatcom County. We may collaborate with them at some point as they're separating better than Skagit. To be pursued.

*District Manager-Ric.* We have seven claims attached to board packet needed for signatures. Re: site expansion. Engaged with Wilson Engineering with proposed schedule and estimated cost (\$53K). Now need approval from County. Wilson is our only choice and they seem reasonable.

State Auditor gave us a clean bill of health. David, Ric met. Suggested steps to be more accountable.

Bailer shed: specs are in the hands of PW so we need them to move.

Pam: Wilson's fee comes from SJC granted funds.

*Administrator - Monthly Bale-David/Gary.* Missed a delivery that will be added in next month and correct shortfall.

*Training, Education, and Outreach Coordinator-Larissa.* Volunteers: good numbers in March for TIOLI, filling all shifts. Recycling still needs volunteers, especially on Saturdays. David: a few people will be returning to recycling, so things will improve.

Outreach: GICU on schedule, met and plenty of volunteers, SWAP is helping with refreshments. Met at school and was very positive. March newsletter came out, looking for feedback, numbers high and followed links. TIOLI tracking ongoing. Moving more, throwing away less.

Gene:Re: raffle for high value items. Working on determining what to raffle, working with Jess. Thinking about raffling a wedding dress. Rhea: are there legalities issue w.r.t. terminology, have to make sure no money changes hands.

Considering swapping input/output days. Might happen in summer. Ric: would help working folks who want to shop on weekends. Ross: link to LIFRC for family shopping? Ric: maybe LIFRC could do the shopping and then they could distribute. Ross will help.

Re: receiving donations at TIOLI is complicated if money changes hands. Directed donations might be nice. Kat: don't donations go to SWAP? Could that be directed? Can LSWDD take donations? Ric: yes, we do at the kiosk, don't have a mechanism at TIOLI which is what we have to establish. David: can have only one point of sale, maybe have a drop box with SWAP written on it. Rhea: most people want to donate to a 501c3, which the dump can't do.

GICU will emphasize secure-your-load. County is providing cargo nets.

Re: Composting. Met with Cyndi and will focus in May. Start with info on the website.

We're getting better at rejecting garbage. Also better at organizing and displaying so things look desirable.

### **Public Comment / Input:none**

### **Old Business:**

*External Resources Policy Proposal-All.* Final version is in the board packet. Ross moved to approve. No discussion. Approved unanimously. Will go into the "manual."

*Composting Initiative-Cyndi, Larissa.* Cyndi: survey results—62% of respondents said they compost at home, so a third of households don't. Those who don't don't have a bin or worry about rodents. We have solutions on both. Fulltime residents compost less. EPA report 338 lbs of food discarded. On Lopez that comes to 84 tons of food discarded annually on Lopez, 10% of our wastestream. Greater discussion next month.

**New Business:** Ric: working on resolution re: identifying an agent to receive claims for damages needed by insurance company. Will be circulated for next meeting for approval and shared with county and insurance carrier. Rhea: what does County say; Ric-Mylene county auditor says we're going about this correctly.

### **Adjournment at 2:17.**

Next Regular Board Meeting: May 18, 1-2:30 pm