

**MANAGING BOARD MEETING**  
**LOPEZ SOLID WASTE DISPOSAL DISTRICT**  
**Wednesday, December 18, 2019**

**Approved (1/22/2020)**

**LOPEZ ISLAND FIRE HALL MEETING ROOM**

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

Board members present: Clark Johnson, Rhea Miller, Gene Helfman, and Clay Smith. Others present: District Manager Laurie Bullock; Facility Manager David Zapalac; Nikyta Palmisani TOEC; Asst Facility Manager Colby White; Swap Chair Kim Norton; and guests: Solid Waste Program Manager for SJC Mark Ingram and former Board Member Dan Post..

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

**Rhea moves to approve the minutes of the November 20, 2019 Board meeting. The motion was approved unanimously.**

**STATUS REPORTS:**

**Finance.** Laurie reviewed the November financials. We were 4.4% under budgeted revenues for November and are currently 7.9% above budgeted revenues for the year (\$28,994). November expenditures were 1.5% above budgeted and we are currently 4.4% above budgeted expenditures for the year (\$15,557). **Investments**-We are holding \$230,000 in investments. Cash on hand-At the end of November 2019, we had \$41,529 in our cash account; Total-\$271,529. **Claims and Payroll**- LSWDD Claims 19048 -19053 and November Payroll(\$13,255.18) were approved for payment.

**Solid Waste Alternatives Project (SWAP).** Kim reported the Holiday sales totalled \$1533.40, the \$4,000 Thrift Shop grant had been paid, the Blossum Bag Project was going well, and SWAP was looking for Board Members.

**Solid Waste Advisory Committee (SWAC).** Mark Ingram was introduced.

**STAFF REPORTS:**

**Facility Manager.** David reported that: four new GMRS radios have been purchased for use on the site, which are weatherproof and have longer range and battery life; the Drawings for the baler shed extension have been approved by the engineer; and Recycling sales are flat.

**District Manager.** Laurie submitted the following **Resolution with regard to credit card transactions which was Moved and Passed unanimously:**

LOPEZ SOLID WASTE DISPOSAL DISTRICT  
SAN JUAN COUNTY, WASHINGTON

**RESOLUTION #2019-5 A RESOLUTION APPROVING \$100.00 PETTY CASH FOR THE BANK ACCOUNT THAT HANDLES CREDIT CARD TRANSACTIONS AND SETTING A NEW CUSTODIAN**

Whereas Resolution #2019-1 approved San Juan County Treasurer to open a new bank account for Lopez Solid Waste Disposal District for the purpose of handling credit card transactions,

Whereas the Lopez Solid Waste Disposal District Managing Board held a duly- called meeting after proper notice on December 18, 2019 to discuss using \$100.00 petty cash to fund the bank account ending in 2641 held at Islands Bank that handles all credit card transactions,

Whereas staff changes have necessitated the change of custodian,

Now therefore be it resolved that the Lopez Solid Waste Disposal District Managing Board shall request \$100.00 cash to be used as petty cash to fund the bank account held at Islands Bank ending in 2641, with Laurie Bullock, LSWDD Financial Officer, as custodian.

Adopted this 18 day of December, 2019 at a duly called meeting of the LSWDD Managing Board, with a quorum present of the undersigned directors.

**Administrator-Yearly Bale.** No report yet from Skagit Recycling.

**TEOC.**Nikyta reported:

Volunteers: 86% shifts filled, which is up 10% from last month's 76%. Shift hours are up from 189.5 to 241 this month, and TIOLI shift participation is up from 110% to 111%,and most importantly, recycle plaza volunteer participation is up from 44% last month to 61% this month.

Training: 3 new volunteers trained in October, 2 more in line for training in November.

Education:TEOC did in-school teaching in November with 4th & 5th graders in math and science classes focusing on reduction and reuse and making transparent the "Secret life of plastic, from birth to death" and "The Paper Trail: the life cycle of paper.Will be working with both classes again in December for upcycled Christmas ornaments using old puzzle pieces and teaching origami interested students how to upcycle old books.

LSWDD will be presenting at the May 2020 WSRA conference in Vancouver, WA.

#### **OLD BUSINESS:**

**Commingled Recycling.** After discussion, it was **Moved and Passed Unanimously to eliminate the Commingled Recycling Station pending approval by SJC.**

**Revenue Stream Evaluation Update.** The issue is still being studied by the Committee.We are tracking what we are discarding from TIOLI and studying what else we can be tracking.The Board agreed that finding a solution was an urgent matter.

**QSEHRA.**Laurie continues her research to see what options are possible.

#### **NEW BUSINESS :**

**Mark Ingram.** Mark reported on SWAC activities and passage of the Statewide Recycling Bill, HB1543.

**TIOLI Donations by Credit Card.** Nikyta will work on this with Laurie and aim for a recommendation to the Board at the February Meeting.

**Year End Review.** After discussion, all agreed that in 2019 we improved: the safety of the site; operating conditions for customers and staff;and staff salary and benefits

#### **IDEA POT :**

Rework Annual Budget/Levy Cycle Procedure (February)

Reserve fund – Larry will start work on a policy,

Volunteers: Enhancing motivation. Nikyta feels all is going well now.  
Board Recruitment. Possible candidates were discussed

**PUBLIC COMMENT :**

Dan Post commented that recycling is losing money.

The meeting was adjourned at 3:00 pm. The next meeting will be on January 22, 2020.

Respectfully submitted,

Larry Bailey, Secretary

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