

Minutes, LSWDD Board Monthly meeting, Apr. 21, 2021

1:00 **Meeting called to order** by chair, Larry Bailey

In attendance: Board members: Larry Bailey, Gene Helfman, Rhea Miller, Pam Stewart, Ross MacDonald, Clay Smith. Staff: Laurie Bullock, Nikyta Palmisani, David Zapalac. SWAP Chair, Kim Norton. Public: Dan Post

Larry Bailey announced that District Manager Laurie Bullock will be resigning. Her service is greatly appreciated by all.

1:05 **Approval of Minutes of March 17, 2021 Board Meeting. Pam moved, approved unanimously. (*see attached Board Packet for various reports*)**

1:10 **Status Reports**

- Financial Officer's Report --Laurie Bullock. LSWDD Payroll Claims 21013-15, 21013-14 and 21013-15 will be distributed for signatures after the meeting.

Revenue and expenditures: We were 43.5% above budgeted revenues for March. YTD we are 24.6% above budgeted revenues. Expenditures were 37.1% over budget for the month of March, 23.5% over budget YTD. **Investments.** We have \$260,000 in investments. **Cash on hand.** At the end of March 2021, we had \$34,205 in our cash account; \$294,205 total.

Skagit Public Works will increase Rates from \$105 / ton for garbage disposal to \$107 / ton starting July 1, 2021. (This amounts to a 20% overall increase in rates since the Dump's inception).

- **Solid Waste Alternatives Project (SWAP)**-Kim Norton. \$12,000 on hand that will go to the Remakery. We will be at the Farmer's Market this summer. Some prospective board members are being communicated with.

- **Solid Waste Advisory Committee (SWAC)**-David Zapalac, SWAC did not meet.

1:25 **Questions from Board concerning Staff Reports** – from Larry to **District Manager**. What evidence do we have to provide to DOE for bookkeeping on the Remakery? Laurie: records will be kept in LSWDD books as the Maker21 account. They will go to Eagle, the DOE accounting program. Regarding increase in Skagit tipping fees: We need to ask Mark Ingman whether our original negotiations on fees still hold.

- Staff Reports

Facility Manager-David: LSWDD will purchase three more containers, one of which will go to the Remakery. One will replace the existing tool container, the other used for additional storage. David requested \$11,512 for purchasing two, the other to be covered by the DOE grant for Remakery. Ross moved to authorize the expenditure. Approved unanimously.

TIOLI will continue with Sun/Mon drop-off, Fri/Sat shopping until further notice. Whether the reservation system will also be kept is to be decided.

- **Administrator** - Monthly Bale-Gary Lawrence (in board packet).

- **Training, Education, and Outreach Coordinator-Nikyta Palmisani.** Great Islands Cleanup is this Saturday, including hero award to Mike Moore. Art/Poetry event is planned for launch of the Remakery, May 1, 2021. Repair cafes will be second Saturdays. Volunteer hours ideally above 70%; we are below but slack made up by Allanya filling in. Rhea suggested we restructure the metrics to reflect staff fill-in and changes in scheduling (Sun/Mon drop off; Fri/Sat shopping). But we have to recognize activity will pick up in the summer. Stories about the Remakery appeared in the Weekly this week. Instructional videos on Dump operations are being produced.

1:45 **Old Business**

- * **DOE Grant/Remakery-** Laurie and Nikyta: Clay asked if we have established metrics of success for the ReMakery? Yes, in progress, categories and criteria are being developed. Clay volunteered to help out. There will be a June 26th celebration at Vita's to give overview of the ReMakery at the end of the grant, with objects produced showcased.

- * **Strategic Planning-**Pam Stewart and Ross MacDonald (details are in the board packet): Rhea asked where does the \$5,000 for a civil engineering consultant for the expansion process fit in our budget? Funding details are a work in progress. County will provide some of the funds, up to \$30,000 of the approx. \$35,000 expected total costs. Mark Ingman is helping clarify the steps involved. Rhea moved we authorize up to \$5,000 for an engineering planning consultant to develop a master plan for the site expansion. Passed unanimously.

2:15 **New Business: none**

2:20 **Idea Pot:** Larry re: staffing and budget issues. Have we considered summer part-time hires to deal with recycle plaza, traffic, and safety issues? Traffic control might be a challenge for students. But housing is an issue if we're trying to recruit from the outside so personnel would have to draw from students in residence for the summer. David offered that success along these lines has been limited in the past.

2:25 **Public Comment / Input:** Dan Post—we need to emphasize core duties of the dump,

garbage and recycling. Should we consider raising our rates 20% to keep up with Skagit? Maybe.

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS- (RCW 42.30.110(1)g)

At 2:24 Larry announced we would go into Executive Session to discuss Personnel Issues with regard to posting the District Manager's job announcement and that the adjoining Public Meeting would resume at 2:50. Everyone but Board members were asked to exit Zoom and reconnect at 2:50. The meeting was then adjourned, the Executive Session was held and the Public Meeting reconvened at 2:50. In attendance at the reconvened Board meeting were the Board members, Laurie and Dan Post.

2:50 End of Executive Session. Results of Executive Session. Rhea moved as follows:

Resolved: The LSWDD District Manager's position will be posted as a half time position for 20 hrs/week at \$30/hr rate. Passed unanimously.

2:58. There being no further business, the meeting was adjourned at 2:58 pm. -

Next Regular Board Meeting will be May 19, 1-3 pm as a Zoom meeting.

Respectfully submitted,

Gene Helfman, Secretary