

Minutes LSWDD March 15, 2023

1:04 Call to Order -Pam

Present: Board— Pam, Rhea, Gene, Ross ; Staff—David, Ric, Larissa, Kat ; Public—  
Doug Poole, Dan Post

Approval of Feb 15, 2023 Board Minutes Rhea moved, approved unanimously

Reports:

## **Financial Updates – Monthly and YTD summary:**

### **Summary:**

We had February income of \$34,133 and expenses of \$43,907, leaving a deficit of \$9,774 for the month. The lag in both Levy & refuse tax payments are the main drivers in lower-than-expected income. These should balance in out March / April. We also had one time insurance (pollution liability) & Levy/ballot expenses that came due in February. Therefore, I do not see the February deficit as a cause for concern.

Included in the packet are the following:

- FEB 2023 Month P&L & FEB 2023 YTD P&L

We ended February with \$88,210 in cash and \$260,000 in District Reserves, for a total of \$348,210.

## **District Manager's Monthly Report**

### **Actions**

- **Claims** requiring board signature include:
  - LSWDD Claim 23003
  - LSWDD Claim 23004
  - LSWDD Claim 23005
  - LSWDD Claim 23006
  - LSWDD Claim 23007
  - February Payroll Claim
  - Claims will need your **digital signatures** (via Adobe Sign).

### **Updates:**

I am still working with the management committee on succession planning for expected 2024 personnel changes, though we have made good progress. Both Cyndi & Ross have been a

tremendous help in improving the job descriptions. Expect to be complete for board review within two weeks.

We are also working to finalize the proposed site plan for the transfer station once we are able to expand into the PW site. All major site items have been resolved. We are STILL awaiting cost estimates & suggested phasing from engineer. I have asked management committee to lodge our concerns with SJC Administrator.

Ross: went to meet and greet with county officials and spoke with council members—they are interested in what we're doing and will expedite concerns with Wilson engineering. Will meet with Jane Fuller and Mike Thomas soon.

Rhea: important to contact County Manager Mike Thomas to get action. Ross: agreed.

**Facilities Operations, Monthly Bale & SWAC**—David: Busy month re: staffing and equipment breakdown. \$8900 with \$500 refund (3200 for one part) for truck repairs. Pam: Are we postponing the baler shed work? David: estimate was over what we put out on bid. Considering a kit-built structure but haven't found anything suitable yet, working on an estimate from firm in Arlington about a kit-built structure. Ric: delay also caused by delay in site master plan information.

Daily bale negative of a thousand dollars because we haven't shipped paint or refrigerators. Should change at end of month when we can move containers. Ric: mixed paper, negative revenue is costing \$95 a ton to ship (garbage is \$109/ton). **There was an issue last month concerning missing records of 8 bales of recyclables for which we did not receive revenue.** Hopefully these receipts will be found soon and revenue will go up. Rhea: why is paper costing so much more? David: paper mills not geared up to move mixed paper. We would have to separate paper more to come closer to better return. Pam: should we think about absorbing this cost? Rhea: can we publicize these costs? Pam: what does Seattle do with their mixed paper? David: brought this up at last meeting of operators and hopes to get info. **Ross: volunteering Cyndi and Ross to look into this as part of strategic planning.**

**SWAP:** Kat. Rhea—Give Lopez Campaign? Kat: we're setting up website, will be run by a third party. Is there something we specifically want to ask community for during this campaign? Give Lopez Campaign is April 17, runs for 2 weeks but donations can be received all year (e.g. Styrofoam, eqpt?). Ross: box truck? Kat: We can change the ask over the year. David: our needs are constantly changing. We are looking for a new backhoe. (also need forklift). Rhea has a photo of the backhoe, David has a song from Hawk Arps. **Rhea has Hawk's number.** Kat agrees.

**Training, Education, and Outreach**—Larissa: Pam: happy Dump 101 went well. Composting class tomorrow followed by a dump tour. Website is off the ground. **Ross: has videographer Ken Kortge been contacted about tour? Will do.**

TIOLI: new art wall is up with lots of positive feedback. Can we limit how much one person takes? Pam: can we break up valuable item packages. Larissa: we already do that to a degree, sprinkle through the day. Art is a particular problem because of the size. (Limit: 2 per day?). Gene: lottery? Logistic problems, could revisit again. Ross: legal issues with limiting anyone? Rhea: limitations could create problems. Ric: can TIOLI segregate out extraordinary retail value

that went to SWAP to be sold with money coming back to us. Gene: donate to Thrift Store or Woodman Hall? David: skeptical, hard to hide items. Pam: is this part of our evolution? **Assigned to Larissa to explore all possibilities.** Rhea: let's not upscale TIOLI's goal of providing people who need stuff with stuff.

**Public Input:** - none

**Old Business** – none

**New Business** - Styrofoam/expanded Polystyrene Discussion. Kat and Doug Poole. Funding options, some possibilities, e.g. SWAP can apply for funds. There's a compactor (densifier) that can compress at a 90:1 ratio. Doug: his eqpt comes to SAGE packed in Styrofoam. Long discussion. We all need to understand how Styrocycle operates in Kent. Ross: 6 topics: machine costs/lease and maintenance (complexity of use); how to manage intake; how to manage outflow; how and where marketed to generate income; byproducts and unintended consequences (e.g., toxicity); govt legal policy and issues. Pam: are there grants out there to help underwrite costs? (DOE?). Kat: county discussion suggested we research "public participation groups." Kat **Volunteered to visit Styrocycle/Kent with Doug Poole!**

*Adjournment.* Ross moved, Rhea seconded. At 2:13.

Next Regular Board Meeting: Apr 19<sup>th</sup> 2023, 1-2:30 PM. Ross will chair.