

# LOPEZ SOLID WASTE DISPOSAL DISTRICT REGULAR MANAGING BOARD MEETING

## MINUTES

**Wednesday, June 20, 2018**  
**LOPEZ ISLAND FIRE HALL MEETING ROOM**  
**1:00 PM to 3:00 PM**  
**Approved 7/18/18**

**Board members present:** Rhea Miller, Judy Meyer, Clay Smith, Larry Bailey  
**Board member absent:** Clark Johnson,  
**Others present:** District Manager Paul Andersson, SWAP Chair Kim Norton, Operations Assistant Eric Blaser, Guest Linda Noreen

Rhea called the meeting to order at 1 PM, noting no changes to agenda.

**Clay moved to approve the minutes from the May 16, 2018 regular meeting.** Judy noted that Kim should be listed as SWAP Chair, not Co-chair. **The corrected minutes were approved unanimously.**

### **Board business**

**Financial Officer's report:** See Appendix 1 and 3. The following voucher/warrants/electronic payments are approved for payment: Claim numbers: 18019 through 18023, totaling \$13,619.68 and May 2018 Payroll: totaling \$13320.73. Rhea asked if the rate charged for garbage covers the cost, and Paul said that it did.

Paul reminded the board of the cadence of financial reporting:  
Weekly sales reports (from the weekend of site business)  
Bi-weekly claims (expenditures submitted to county; reviewed & signed by board)  
Monthly budget reports (actual vs. budgeted expenses and revenues)  
Annual levy filing (June/July; establish levy amount based on next year's budget estimate)  
Annual budget filing (October/November; detailed budget development for the following year)  
Quarterly financials are posted to the website  
Quarterly reports are filed for B&O taxes and others

Judy asked how much longer LSWDD has to pay legacy fees. Paul stated that Mark is working on closing the landfill and is doing methane testing that reduces the costs. Paul will find out about the likely duration of legacy fees.

**Facility Manager's monthly report:** See Appendix 2. Summer hours begin this week.

**Operations Committee** did not meet.

**District Manager's monthly report:** See Appendix 3. Paul noted that Povl Lasbo is working on the LISSY contract and that the IT systems maintenance contract with Bill Clemens has been signed.

**Plastics Solutions Committee:** See Appendix 3. As recommended by the committee, LSWDD will not change the plastics recycling procedures until David has heard back from Skagit River Steel and Recycling about whether Merlin can handle our bales and how much it will cost. LSWDD will change its policy on printers at that time.

**Administrator's report:** See Appendix 7.

**Training, Education and Outreach Coordinator's report:** See Appendix 4. The Board noted the good news about the increase in volunteers. Paul noted how impressed he is with Nikyta's ability to do so many things well and how much Eric has helped on site.

### **Other reports**

**Solid Waste Alternatives Program:** SWAP has sold 25 skirts this summer. They will be able to sustain Blossom with reusable bags, but there are not enough for the other stores. They are asking that bags be returned to TIOLI to control the quality of bags being supplied. Kevin Utt is the new SWAP treasurer. SWAP gave two scholarships this year to Ashwini Bartolucci and Jack Sovelove.

**Solid Waste Advisory Committee** has not met. It will meet June 24.

**Old business:** none

### **New business**

**Thrift Store:** LSWDD currently accepts up to \$900 of garbage from the Thrift Store at no charge. Paul wants to be certain that this not be considered a gift of public funds and has asked the Prosecuting Attorney for an opinion on this issue. Paul read the state regulations on this issue to the Board. LSWDD charges the Thrift Store \$2/bag for the textiles LSWDD recycles for them, but the Thrift Store also receives garbage illegally dumped at their donation site. The Board discussed this issue and concluded that there would be no change in policy because the Thrift Store is helping LSWDD meet its mission.

**Acting Secretary:** Judy will be gone for July and August meetings. Paul agreed to distribute the agenda and board packet, and Larry will take minutes.

**2019 Levy:** Solid Waste Disposal districts are required to ask for a levy each year. Paul and Clark have provided budget estimates (see Appendix 5) for 2019. The Board has agreed on the following principles in budgeting: keep reserve funds to enable LSWDD to withstand a downturn in the economy, to continue operations in case the levy fails to pass, and to expand the facility as needed; keep the levy consistent unless conditions are altered significantly; have a balanced budget. Paul explained how the budget estimates were calculated and why the two estimates differed. Both estimates included a \$105,000 levy request. The Board discussed budget uncertainties including a volatile recycling market and the possible need to hire more staff if there is a drop in volunteers. **Larry moved adoption of Resolution 2018-1 (Appendix 6), which calls for a levy of \$105,000 for 2019. The motion passed unanimously.**

Paul was asked to include total volunteer hours in the Annual Report.

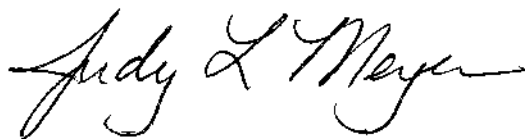
**Public Comment:** Linda expressed concern that glass fragments can fly out of the container when people toss glass into it. Paul noted that LSWDD is buying a new container, which is designed to reduce the chance of glass being scattered. Linda asked that something be done in the meantime, and suggested that a sign be added saying don't toss glass with a cartoon of someone tossing in glass and having it scatter.

#### **Idea pot**

Paul talked about the recycling containers used in Sweden, which have inserts for individual materials (e.g., aluminum, plastic, etc.) in regular bins. Something like this would enable customers to do more sorting at home.

The meeting was adjourned at 2:30 pm. The next regular board meeting is July 18, 2018.

Respectfully submitted,



Judy Meyer,  
Secretary  
[judym@lopezsolidwaste.org](mailto:judym@lopezsolidwaste.org)

## Appendix 1

LSWDD			
Profit & Loss Budget vs. Actual			
January through May 2018			
	Jan - May ...	Budget	% of Budget
<b>Income</b>			
Tax Levy Revenue (311.10.00.0000)	63,180.47	63,522.00	99.5%
Timber Harvest Tax Revenue (317.40.00.0000)	14.20	0.00	100.0%
Excise Tax Revenue (318.45.00.0000)	23,434.16	23,199.00	101.0%
Garbage Tip Fee Revenue (343.70.00.0000)	63,287.37	57,519.00	110.0%
Recyclables Sales Revenue (343.70.00.0001)	4,929.89	5,157.00	95.6%
Recyclables Tip Fee Revenue (343.70.00.0002)	3,111.00	3,035.00	102.5%
Investment Interest, LGIP (361.11.00.0000)	1,164.56	415.00	280.6%
Donations (367.00.00.0000)	286.42	0.00	100.0%
Cash Over (Short) (369.81.00.0000)	-4.69	0.00	100.0%
Late and NSF Fees, Penalties (369.90.00.0000)	0.00	0.00	0.0%
Refuse Tax (386.37.00.0000)	2,272.11	2,065.00	110.0%
<b>Total Income</b>	<b>161,675.49</b>	<b>154,912.00</b>	<b>104.4%</b>
<b>Expense</b>			
Wages (537.00.10.0000)	59,208.46	63,270.00	93.6%
Overtime (537.00.10.0001)	0.00	0.00	0.0%
FICA (537.00.20.0001)	4,529.45	4,840.00	93.6%
L&I (537.00.20.0002)	2,552.35	3,545.00	72.0%
Retirement (537.00.20.0003)	6,162.68	6,960.00	88.5%
Medical Benefits (6675.537.00.20.0020)	3,750.00	3,750.00	100.0%
Personnel Benefits (537.00.20.0009)	90.26	88.00	102.6%
Office & Operating Supplies (537.00.31.0000)	760.49	1,458.31	52.1%
Fuel (537.00.32.0000)	860.33	1,344.00	64.0%
Small Tools & Equipment (537.00.35.0000)	1,169.25	2,083.31	56.1%
Accounting and Professional (537.00.41.0000)	6,416.70	4,400.00	145.8%
Advertising and Public Outreach (537.00.41.0...)	0.00	500.00	0.0%
SJC Admin. and Legacy Fees (537.00.41.0099)	6,813.91	6,312.00	108.0%
Communications (537.00.42.0000)	729.45	1,070.00	68.2%
Travel (537.00.43.0000)	0.00	600.00	0.0%
Taxes, Other (537.00.44.0000)	1,107.64	415.00	266.9%
Rentals and Leases (537.00.45.0000)	1,050.00	1,000.00	105.0%
Insurance (537.00.46.0000)	2,655.62	4,263.00	62.3%
Utility Services (537.00.47.0000)	342.33	415.00	82.5%
Garbage Tip Fees Paid (537.00.47.0001)	14,312.70	13,830.00	103.5%
Garbage Transportation Exp. (537.00.47.0002)	2,382.30	2,539.00	93.8%
Recyclables Tip Fees Paid (537.00.47.0003)	680.60	313.00	217.4%
Recyclables Transportation Exp. (537.00.47.0...)	2,801.10	2,567.00	109.1%
Reclamation-Disposal Fees Paid (537.00.47.0...)	1,241.98	1,528.00	81.3%
Repairs and Maintenance (537.00.48.0000)	1,403.52	5,000.00	28.1%
Fees & Dues (537.00.49.0001)	1,030.00	250.00	412.0%
Hazardous Waste Exp. Allowance (537.00.49....)	52.00	0.00	100.0%
Permits and Licenses (537.00.51.0000)	1,418.00	915.00	155.0%
Refuse Tax Payment (586.00.44.0000)	2,541.59	1,100.00	231.1%
Debt service, Principal (591.37.70.0000)	9,857.74	9,570.00	103.0%
Interest Expense (592.37.80.0000)	295.74	580.00	51.0%
Facility Improvements (594.37.63.0000)	608.52	4,585.00	13.3%
Computer and Software Exp. (594.37.64.0000)	423.61	315.00	134.5%
Machinery and Equipment (594.37.64.0001)	0.00	0.00	0.0%
<b>Total Expense</b>	<b>137,248.32</b>	<b>149,405.62</b>	<b>91.9%</b>
<b>Net Income</b>	<b>24,427.17</b>	<b>5,506.38</b>	<b>443.6%</b>

## **Appendix 2 Solid Waste Facility Manager's Monthly Report**

Date Issued: June 17, 2018

### ***SAFETY***

The “No Parking” sandwich board signs that the County gave to us are now being set out on Fisherman Bay Road to remind summer visitors that they can no longer park along the road.

### ***GENERAL***

#### **OPERATIONS/ONGOING ISSUES:**

Skagit River Steel and Recycling has been given the green light by Merlin Plastics to ship three test loads of mixed plastic bales to the B.C. facility for processing and pricing analysis. As of this writing, the results of the analysis and SRSR’s decision about future shipments is not known. Todd Reynolds at SRSR has also mentioned that he has begun conversations with a new broker who is purchasing for domestic mills and that there may be a market for mixed rigid plastics (such as Agricultural plastics) in the future. He also is optimistic that we have seen the bottom of the mixed paper pricing and that it will start to rise.

The annual Hazardous Waste Roundup is scheduled for Sunday, June 24th. Recycling volunteer Fred Nielson will once again assist with traffic control at the event. A large roadside plywood sign will be used again this year to remind customers of the event.

The change to summer hours occurs June 22nd. This year there will be an additional one hour cleanup shift for TIOLI on Sundays and as well as a one hour cleanup shift for Recycling on Mondays. Bill Clemens has made the updates to the LISSY schedule. A sign notifying customers of the summer schedule change was posted in the driveway for two weekends prior to the change date, as well as several smaller signs around the facility. The gate signs and the phone message have also been changed.

The WSRA Conference yielded much information about the broader picture of recycling in Washington. The keynote speaker was from Recycle B.C. and the comprehensive model of recycling in that province was the subject of much conversation at the event. The ability to legislate Extended Producer Responsibility (EPR) for packaging manufacturers, along with having a single entity to oversee the entire process of recycling, were presented as the key components of a successful comprehensive recycling program. This example of a systems approach to recycling by our neighbor to the North set a positive tone for this year’s conference. Representatives of the different materials trade groups from Washington State also spoke and updated the attendees on the state of the

markets here at home. Nikyta and Page’s presentation of the ReMake Lab was well attended and a highlight of the conference for many of those attendees looking to the future of recycling. Overall, the attendees and speakers were looking ahead to future solutions that include proactive changes to “upstream” materials management rather than reactive solutions.

Skagit River Steel and Recycling prices for April/May:

- Baled Corrugated Cardboard \$36/ton (up \$2)
- Yellow Brass \$1.55/lb. (up \$0.20)
- Aluminum Cans \$0.39/lb. (up \$0.02)
- Appliance steel \$80/ton unchanged
- Christmas lights \$0.10/lb.
- Insulated copper wire \$0.44/lb.
- Aluminum foil \$0.05/lb.
- Mixed Paper -\$65/ton (unchanged)

Mixed paper cost the operation \$1,329.25 for the months of April and May. The container of appliance steel that had been stored at the old landfill site was recycled (both container and contents) and that, along with the sale of an additional bale of aluminum cans, helped to offset the costs significantly for May. The Recycle Dogs continue to do great work processing the higher grade metals for recycling.

**CUSTOMER/VOLUNTEER FEEDBACK:**

Many volunteers remarked that they really appreciated the Texas Barbecue event at Hummel House. About 50 people showed up for the party.

**Appendix 3** Financial Officer & District Manager’s Report – 6/20/18

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## Financial Officer's Report

### 1. Financial Updates – Monthly and YTD summary:

Summary:

We were 7% below budgeted revenues for May and are 4% above budgeted revenues for the year to date. May expenditures were 13% below budgeted and year to date expenditures are 8% below budget.

We are still holding \$180,000 in investments. \$20,000 in investments will be bought at the end of June.

We have \$62,205 in our cash account; \$245,205 total.

(Reference Income Statement and Statement of Cash Flows attached.)

### 2. Claims and Payroll

Claims and Payroll requiring board signature include:

18019 – \$1807.92

18020 - \$1295.18

18021 - \$800.63

18022 - \$215.72

May Payroll – \$13320.73

### 3. Updated 2017 year-end financials and Q1 2018 financials

LSWDD will be re-posting updated Q4 2017 financials and Q1 2018 financials due to a backdated journal entry made by San Juan County.

### 4. 2018 Year-end estimates and draft 2019 budget

Clark, Paul and David have repeated the process established last year to develop a mid-year prediction of year-end financial status. This information is included in an attached spreadsheet to help inform the conversation about 2019 budgeting and levy amount.

## Manager's Monthly Report

### 1. Discussions

- a. **Lopez Thrift Shop annual allowance of \$900.**  
Discussion of history of Thrift Shop garbage allowance.
- b. **Annual Levy Procedures review** See below
- c. **2018-2019 revenue and expenditure projections** See below

## 2. Action Items

### a. Resolution 2018-1 for the 2019 Levy Amount

The board has set this Regular Meeting as the deadline for approving a 2019 Levy Resolution. If necessary, a Special Meeting can be scheduled in June or early July to continue working on this issue. A draft Resolution is attached.

### Levy Procedures

1. At June LSWDD regular board meeting, announce and schedule special levy mtg for LSWDD board, to be held prior to regular July mtg. Solicit requests for next year's capital expenditures, especially from
2. In mid June contact Ingrid (council clerk) to get on the council agenda on a date shortly after the LSWDD regular meeting in July at which the resolution is approved. If she cannot accommodate a late-July date, schedule LSWDD special meeting and levy resolution earlier to make sure you get on the council agenda in July.
3. Working with Facility Manager and Management Committee, create levy-needs projection (Q&D or something more elaborate), avg garbage revenue per ton report, and other documents to send to LSWDD board in advance of its special levy meeting.
4. In early July, hold the special LSWDD board meeting for levy; allow time for follow up at a second meeting or the regular July board meeting.
5. At regular LSWDD board meeting in July, finish discussion and approve/sign levy resolution, 2 copies. Get signatures at this meeting, since you will need a formally-approved resolution.
6. Scan/email signed levy resolution to SJC Assessor (John K), Council (Ingrid), Auditor (Milene), PA (Jon Cain); include for council/Ingrid any pertinent documents to facilitate your presentation to council (e.g. Q&D calculation of levy need).
7. District Manager makes levy presentation at council meeting in July and gets its (Governing Body's) approval.
8. To be sure, in July District Manager sends notice of approval to SJC Auditor and San Juan County Elections Administrator. Get confirmation in July that we are on the ballot. Do not wait to do any levy steps at or near deadline (normally first week of August).
9. Forward ballot information (e.g. ballot number) and ballot language as created by the PA's office to levy committee. SWAP has traditionally played the supportive role of finding and funding this committee.
10. At October LSWDD regular board meeting, announce and schedule special budget mtg for LSWDD board, to be held prior to regular November mtg. Solicit requests for next year's capital expenditures, labor hours, pay rates, benefits, increases/decreases to expenditures.
11. In mid October contact Ingrid (council clerk) to get on the council agenda on a date shortly after the LSWDD regular meeting in November at which the budget resolution is approved. If she cannot accommodate a late-November date, schedule LSWDD special meeting and levy resolution earlier to make sure you



get on the council agenda in November. If Governing Body budget approval spills into December it is not the end of the world, but I believe the Assessor needs (wants?) our signed levy certificate by November 30th.

12. Working with Facility Manager and Management Committee, create reports and pro-forma budget (editable to allow for various scenarios) and send to LSWDD board in advance of its special budget meeting.
13. In early November, hold the special LSWDD board meeting for budget; allow time for follow up at a second meeting or the regular November board meeting.
14. At regular LSWDD board meeting in November finish discussion and approve/sign a) budget resolution, and b) levy certificate; 2 copies each. Get signatures at this meeting, since you will need formally-approved documents.
15. Send signed budget resolution and levy certificate to SJC Auditor (original), Assessor, Council (Ingrid); include for council/Ingrid any pertinent documents to facilitate your presentation to council (e.g. pro-forma budget).
16. District Manager makes budget presentation at council meeting in November and gets its (Governing Body's) approval.
17. Send budget revenue and expenditure detail (amounts for each BARS account) to Auditor's office, generally on forms they provide.

#### Management Committee Report

COMMITTEE DID NOT MEET

#### Admin Committee Report

COMMITTEE DID NOT MEET

- Povl Lasbo has been working diligently on Lissy documentation Scope of Work and providing progress updates to Bill Clemens and Paul.
- Bill Clemens and LSWDD both executed the new contract for annual IT systems maintenance.

#### PR Committee Report

COMMITTEE DID NOT MEET

- Refer to TEOC staff report, recent newspaper articles and Year to Zero discussion.
- Volunteerism report.

#### TIOLI Committee Report

COMMITTEE DID NOT MEET

#### Plastics Solutions Committee Report

The committee met 5/30/18; Nikyta, David, Paul, Tom, Brad, Judy, and Jelte Harnmeijer attended.

David reported that Skagit River Steel and Recycling (SRSR) will be sending 3 loads of our stockpiled plastics to Merlin. When they have processed it, SRSR will be able to tell us whether this will be a viable option for future shipments and what it will cost. The committee thinks this promises to be the best option because it solves the transportation and storage problems. Hence the committee makes the following recommendation:

**Continue with the current separation routine until we hear back from SRSR (hopefully within a month) as to whether shipping to Merlin will be possible and what it will cost.**

Paul produced figures showing LSWDD's cost per ton for recycling. When combined with the number of tons generated, that provides an estimate of LSWDD's annual costs for recycling.

The next meeting will be Wednesday, June 27 at 9 AM.

## **Appendix 4 Training, Education & Outreach Coordinator May 2018 Report**

### **Training / Volunteers:**

Metrics: 86% shifts filled for May, a big increase! Thank you to Eric Blaser for helping keep accurate data on volunteers who jump in as needed. See Administrators report attached.

### **Training & Recruitment:**

- 3 new Volunteers trained this month, one part of Y2Z.
- 4 new volunteers recruited this month from Y2Z.

### **Education:**

- WSRA Conference was highly successful in terms of 35 folks in ReMake Lab workshop attendance, networking with Repair Café expert from Bellingham who wants to collaborate further, and the industry education and updates on global markets and state wide recycling we received. We also began a collaboration with WSU Engineering & 3D Printing club who is doing a very similar project working to use recycled plastic for 3D printer filament. This collaboration will continue in the fall.
- Maker Faire was very successful also, ReMake Lab lecture on the Education stage helped us make the connection with the Pacific Science center in Seattle who would like an interactive display for their Tinker Tank. The Dream Team including Page Read will be taking a field trip to the PSC on June 24<sup>th</sup> with complimentary passes and tour.

**Events:**

- ReMake Lab public presentation in May was very well attended with nearly 50 Lopezians who expressed great interest in the project and its future.

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**Outreach:**

- Holly B's Bakery and Lopez Coffee Shop are selling many of the Lopez Reuses mason jars and seeing many customers returning with them to use. Tourists are also catching on and purchasing them. Sally Reeve recently purchased 30 cozies for a Land Preservation retreat, and will be making a donation to SWAP.
- Published article on ReMake Lab and Dogs of the Dump. Dogs of the Dump photoshoots have begun on site, not as fundraisers just as content for calendar which will be made and available this summer for tourists and second home owners to purchase (and Lopezian also). Glenda Pugerude has been volunteering her photography talents for both the calendar and the Levy campaign.
- Continued to recruit new volunteers from Y2Z and ReMake Lab event.
- Y2Z blogs for month of May posted on website and facebook, and featured information on Composting.

**Ongoing:**

- **Lopez Island Tool Lending Library** waiting for next meeting time.
- **PR Committee** published 2 newspaper articles, Y2Z programming, FB and publications.
- **Plastics Committee:** met and has added a new member, Jelte Harnmeijer, who is very interested in carbon tracking, public policy and advocacy, as well as the ReMake Lab.
- **TIOLI:** Georgeana and Monte Cook are now part of monthly TIOLI meetings as they are doing so much organizationally, and diverting usable items off islands in personal volunteering.
- **Thrift Store textiles:** are now being taken by TIOLI at \$2 bag for wearable and goods.

**May 2018 Volunteer Analysis**

<b>Volunteer Hours/Rate</b>	
<b>Potential Volunteer Shift Hours</b>	<b>Number of Open Days</b>
240	12
<b>Total Shift Hours Volunteered</b>	<b>Participation Rate</b>
206.5	86%
<b>Potential TIOLI Shift Hours</b>	<b>Potential Recycle Shift Hours</b>
120	120
<b>TIOLI Shift Hours Volunteered</b>	<b>Recycle Shift Hours Volunteered</b>
131.5	75.0
<b>TIOLI Participation Rate</b>	<b>Recycle Participation Rate</b>
110%	63%
<b>Special Project TIOLI</b>	<b>Special Project Recycling</b>
68.5	27.0
<b>Total Hours Volunteered</b>	
302.00	

<b>Unfilled Shifts</b>	
<b>All Shifts</b>	
Total	96
Unfilled	26
% Filled	73%

<b>Tioli Shifts</b>	
Total	48
Unfilled	8
Filled %	83%

<b>Recycle Shifts</b>	
Total	48
Unfilled	18
Filled %	63%

<b>Number of Shift Volunteers Participating</b>	
TIOLI	22
Recycling	12
<b>Total</b>	<b>34</b>

# Appendix 5

Lopez Solid Waste Disposal District • 2019 Budget • Managing Board Approval Date:						
INCOME STATEMENT -- CASH BASIS	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 est. on 5/31/18_CJ	2019 BUDGET_PA	2019 BUDGET_CJ
<b>REVENUE:</b>						
Beginning Cash		243,654	227,892	220,779	199,242	228,515
Tax Levy Revenue	113,694	82,221	105,000	105,000	105,000	105,000
Leasehold Tax Revenue			-	-	-	-
Timber Harvest Tax Revenue	21	8	-	-	-	-
Excise Tax Revenue	55,387	65,591	69,044	69,044	72,496	61,306
Grant Revenue - DOE			-	-	-	-
Garbage Tip Fee Revenue	156,038	167,803	171,188	171,188	179,747	191,254
Recyclables Sales Revenue	13,469	14,135	15,348	15,348	16,115	13,271
Recyclables Tip Fee Revenue	8,318	9,033	9,037	9,037	9,489	10,401
Interest Revenue		1,819	1,000	1,000	1,050	3,600
Donations	2,981	806	-	-	-	-
Cash Over (Short)	(1)	11	10	10	-	-
Late and NSF Fees, Penalties	21		-	-	-	-
Misc. Revenue			-	-	-	-
Refuse Tax	5,604	6,047	6,148	6,148	6,455	6,866
Proceeds of Long-Term Debt--other			-	-	-	-
Intergovernmental Loan			-	-	-	-
<b>Total Revenue</b>	<b>355,531</b>	<b>347,474</b>	<b>376,775</b>	<b>376,775</b>	<b>390,353</b>	<b>391,698</b>
<b>Total Revenue and Beginning Cash</b>		<b>591,128</b>	<b>604,667</b>	<b>597,554</b>	<b>589,595</b>	<b>620,213</b>
<b>EXPENDITURES:</b>						
Wages	110,531	144,800	155,577	155,577	150,000	160,999
Overtime	170	85	-	-	-	-
FICA	8,469	11,084	11,897	11,897	11,897	12,573
L&I	5,675	6,528	8,711	8,711	8,711	6,886
Retirement	10,880	13,981	17,113	17,113	17,113	17,355
Medical Benefits			9,000	9,000	9,000	9,000
Personnel Benefits	144	142	350	350	350	350
Office & Operating Supplies	2,221	3,556	3,500	3,500	3,500	3,344
Fuel	2,333	3,081	4,000	4,000	4,000	2,781
Small Tools & Equipment	3,456	3,220	5,000	5,000	5,000	3,220
Accounting and Professional Services	2,825	382	7,000	7,000	7,000	1,500
Advertising and Public Outreach	1,252	943	1,000	1,000	1,000	1,000
SJC Admin. and Legacy Fees	30,853	33,367	25,248	25,248	25,248	25,248
Communications	1,837	2,186	2,568	2,568	2,568	2,568
Travel			1,200	1,200	1,200	1,200
Taxes, Other	2,998	2,085	2,320	2,320	2,320	2,320
Rentals and Leases	2,040	2,100	2,400	2,400	2,400	2,400
Insurance	20,059	12,440	14,921	14,921	14,921	12,440
Utility Services	687	784	1,000	1,000	1,000	784
Garbage Tip Fees Paid	47,366	51,561	56,447	56,447	59,269	51,720
Garbage Transportation Expenditure	8,790	10,242	10,360	10,360	10,878	9,794
Recyclables Tip Fees Paid	684	-	1,280	1,280	1,344	-
Recyclables Transportation Exp.	8,460	9,584	9,972	9,972	10,471	10,689
Reclamation-Disposal Fees Paid	9,593	4,109	4,550	4,550	4,550	4,550
Repairs and Maintenance	85	6,575	12,000	12,000	12,000	8,000
Fees & Dues	217	275	400	400	400	1,200
Volunteer Expenditure			-	-	-	-
Hazardous Waste Expense Allowance	95	898	250	250	250	250
Permits and Licenses	2,856	1,367	2,200	2,200	2,200	2,200
Ballot and Levy Measures			-	-	4,000	4,000
Interfund Loan Payment			-	-	-	-
Refuse Tax Payment	6,830	4,730	6,148	6,148	6,148	6,866
Debt Service: Principal	9,292	9,571	9,570	9,570	-	-
Interest Expense	862	584	580	580	-	-
Interest, Intergovernmental			-	-	-	-
Facility Improvements	37,632	29,560	11,000	11,000	10,000	11,000
Computer and Software Expenditure	158	530	750	750	750	750
Machinery and Equipment	2,157		-	-	-	-
<b>Total Expenditures</b>	<b>341,507</b>	<b>370,348</b>	<b>398,312</b>	<b>398,312</b>	<b>389,488</b>	<b>376,987</b>
Ending Cash		220,779	206,355	199,242	200,108	243,226
<b>Total Expenditures and Ending Cash</b>		<b>591,128</b>	<b>604,667</b>	<b>597,554</b>	<b>589,595</b>	<b>620,213</b>

**2018 Capital Improvements:**

1500	Appliance roof
5000	z-wall custom railing
1000	Glass containment
1500	TIOLI shelving
1500	TIOLI electrical/lighting
500	TIOLI signage
11000	

**Appendix 6**

LOPEZ SOLID WASTE DISPOSAL DISTRICT

SAN JUAN COUNTY, WASHINGTON

RESOLUTION # 2018-1

A RESOLUTION ADOPTING THE 2019 EXCESS LEVY

**Whereas** the Lopez Solid Waste Disposal District Managing Board held a duly-called meeting after proper notice on June 20, 2018 to discuss adoption of its 2019 Excess Levy, and

**Whereas** the Managing Board reviewed anticipated cash on hand plus all anticipated revenues and expenditures for the year 2019, and

**Whereas** the Managing Board determined that for the year 2019 the District will need Excess Levy income in the amount of \$ 105,000, and

**Whereas** the Managing Board estimated that property values on Lopez will be such that a rate of \$                    per \$1,000 of assessed value will be required to raise the amount of \$ 105,000 ;

**Now therefore be it resolved** that the Lopez Solid Waste Disposal District Managing Board requests the Excess Levy in the amount of \$ 105,000 shall be collected in 2019.

Adopted on June 20, 2018 at a duly called meeting of the LSWDD Managing Board, with a quorum present of the undersigned directors

\_\_\_\_\_  
**Clark Johnson**

\_\_\_\_\_  
**Rhea Miller**

\_\_\_\_\_  
**Judy Meyer**

\_\_\_\_\_  
**Larry Bailey**

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**Clay Smith**

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**Appendix 7** See next page

Lopez Solid Waste Disposal District (LSWDD) 2014-2018

In Tons	Total Year 2013	YTD Through				May
		2014	2015	2016	2017	2018
Aluminum Cans	2.7	1.17	0.27	1.19	1.38	2.34
Cardboard	48.0	19.04	19.34	22.33	26.24	28.25
Commingled Recyclables	14.5	5.26	4.20	-	-	-
E-Cycle	5.0	1.64	1.76	2.47	3.21	1.32
Ferrous Metals	30.5	18.34	15.70	18.67	25.51	35.24
Glass	95.8	-	-	-	-	-
Mixed Paper/Newsprint	81.5	47.52	22.62	34.87	37.87	38.33
Non-Ferrous Metals	1.4	0.68	0.71	2.72	0.61	2.83
Other	4.9	3.23	5.63	5.73	6.55	11.80
Plastics	14.0	9.39	4.19	7.81	7.30	3.76
<b>Recycle Subtotal</b>	<b>298.3</b>	<b>106.3</b>	<b>74.4</b>	<b>95.79</b>	<b>108.7</b>	<b>123.9</b>
Garbage	425.0	169.79	170.62	176.49	195.32	213.63
Glass - reclamation project	15.0	32.00	32.00	38.96	45.73	42.61
<b>Garbage/Glass Subtotal</b>	<b>440.0</b>	<b>201.8</b>	<b>202.62</b>	<b>215.45</b>	<b>241.05</b>	<b>256.24</b>
<b>Grand Total Without TIOLI</b>	<b>738.3</b>	<b>308.1</b>	<b>277.02</b>	<b>311.23</b>	<b>349.71</b>	<b>380.10</b>
TIOLI Intake	-	-	44.96	54.57	56.41	80.63
TIOLI Discards	-	-	(0.79)	(2.52)	(2.40)	(1.19)
<b>Grand Total With TIOLI</b>	<b>-</b>	<b>-</b>	<b>321.19</b>	<b>363.29</b>	<b>403.72</b>	<b>459.53</b>

Full Year Annual Rate	2013 Full Year Rate	2014 Full Year Rate	2015 Full Year Rate	2016 Full Year Rate	2017 Full Year Rate
Recycle/Reuse Garbage/Glass	40%	37%	39%	40%	41%
	60%	63%	61%	60%	59%

Year to Date			
Garbage/Glass	Tons	Recycle/Reus	Tons
2014	202	2014	106
2015	203	2015	119
2016	215	2016	148
2017	241	2017	163
2018	256	2018	203

Garbage/Glass Rate	%	Recycle/Reus	%
2014	66%	2014	34%
2015	63%	2015	37%
2016	59%	2016	41%
2017	60%	2017	40%
2018	56%	2018	44%

2018 Monthly in lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	959	-	1,986	-	1,726	-	-	-	-	-	-	-	4,671	2.34
Cardboard	13,913	8,488	11,411	6,259	16,427	-	-	-	-	-	-	-	56,498	28.25
E-Cycle	-	-	2,643	-	-	-	-	-	-	-	-	-	2,643	1.32
Ferrous Metal	-	11,165	12,860	11,018	35,440	-	-	-	-	-	-	-	70,483	35.24
Mixed Paper	18,700	-	17,056	22,000	18,900	-	-	-	-	-	-	-	76,656	38.33
Non-Ferrous Metal	40	799	682	4,107	35	-	-	-	-	-	-	-	5,663	2.83
Other	2,640	440	4,675	7,970	7,865	-	-	-	-	-	-	-	23,590	11.80
Plastics	2,210	665	2,072	-	2,569	-	-	-	-	-	-	-	7,516	3.76
<b>Recycle Subtotal</b>	<b>38,462</b>	<b>21,557</b>	<b>53,385</b>	<b>51,354</b>	<b>82,962</b>	-	-	-	-	-	-	-	247,720	123.86
Garbage	86,060	67,200	76,860	68,200	128,940	-	-	-	-	-	-	-	427,260	213.63
Glass - reclamation project	21,110	13,940	17,220	16,340	16,610	-	-	-	-	-	-	-	85,220	42.61
<b>Garbage/Glass Subtotal</b>	<b>107,170</b>	<b>81,140</b>	<b>94,080</b>	<b>84,540</b>	<b>145,550</b>	-	-	-	-	-	-	-	512,480	256.24
<b>Grand Total Without TIOLI</b>	<b>145,632</b>	<b>102,697</b>	<b>147,465</b>	<b>135,894</b>	<b>228,512</b>	-	-	-	-	-	-	-	760,200	380.10
TIOLI Intake	28,629	18,224	29,667	30,295	54,440	-	-	-	-	-	-	-	161,255	80.63
TIOLI Discards	(1,195)	(385)	(1,007)	(1,300)	1,500	-	-	-	-	-	-	-	(2,387)	(1.19)
<b>Grand Total with TIOLI</b>	<b>173,066</b>	<b>120,536</b>	<b>176,126</b>	<b>164,889</b>	<b>284,452</b>	-	-	-	-	-	-	-	919,068	459.53

2017 Monthly in lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	940	-	457	924	442	428	1,252	1,705	885	411	927	935	9,306	4.65
Cardboard	15,395	5,636	9,462	11,907	10,084	12,318	17,407	15,887	15,445	5,717	15,372	10,701	145,331	72.67
Commingle Recyclables	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E-Cycle	-	-	-	6,412	-	-	1,800	-	-	-	-	2,400	10,612	5.31
Ferrous Metal	12,500	319	11,140	14,700	12,360	12,240	11,880	22,160	12,820	12,980	11,420	10,960	145,479	72.74
Mixed Paper	16,040	-	25,200	16,534	17,960	-	20,020	18,840	17,040	21,880	-	25,460	178,974	89.49
Non-Ferrous Metal	97	371	377	383	-	4,434	92	97	311	481	-	271	6,914	3.46
Other	1,134	4,256	3,390	170	4,145	3,192	5,844	1,488	3,149	8,355	4,986	1,361	41,470	20.74
Plastics	3,678	1,681	1,112	5,629	2,490	5,132	4,391	5,822	4,461	2,649	3,888	1,842	42,775	21.39
<b>Recycle Subtotal</b>	<b>49,784</b>	<b>12,263</b>	<b>51,138</b>	<b>56,659</b>	<b>47,481</b>	<b>37,744</b>	<b>62,686</b>	<b>65,999</b>	<b>54,111</b>	<b>52,473</b>	<b>36,593</b>	<b>53,930</b>	580,861	290.43



Garbage	74,700	70,750	84,740	74,880	85,560	87,120	139,880	112,960	110,540	67,420	88,100	70,980	1,067,630	533.8
Glass - reclamation project	27,680	14,080	16,270	15,680	17,750	18,240	44,960	20,100	18,260	22,280	19,490	19,580	254,370	127.2
<b>Garbage/Glass Subtotal</b>	<b>102,380</b>	<b>84,830</b>	<b>101,010</b>	<b>90,560</b>	<b>103,310</b>	<b>105,360</b>	<b>184,840</b>	<b>133,060</b>	<b>128,800</b>	<b>89,700</b>	<b>107,590</b>	<b>90,560</b>	<b>1,322,000</b>	<b>661.00</b>
<b>Grand Total Without TIOLI</b>	<b>152,164</b>	<b>97,093</b>	<b>152,148</b>	<b>147,219</b>	<b>150,791</b>	<b>143,104</b>	<b>247,526</b>	<b>199,059</b>	<b>182,911</b>	<b>142,173</b>	<b>144,183</b>	<b>144,490</b>	<b>1,902,861</b>	<b>951.43</b>
TIOLI Intake	22,376	16,567	19,478	29,659	24,746	36,099	31,429	38,925	36,099	24,908	19,061	37,632	333,560	166.78
TIOLI Discards	(483)	(605)	(915)	(795)	(2,010)	(1,335)	(1,471)	(456)	(1,620)	(390)	(675)	(1,095)	(11,850)	(5.93)
<b>Grand Total with TIOLI</b>	<b>174,057</b>	<b>113,055</b>	<b>170,711</b>	<b>176,083</b>	<b>173,527</b>	<b>177,868</b>	<b>277,484</b>	<b>231,284</b>	<b>220,216</b>	<b>166,691</b>	<b>162,569</b>	<b>181,027</b>	<b>2,224,571</b>	<b>1,112.29</b>

2016 Monthly in lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	480	460	541	-	906	425	877	802	1,339	459	980	496	7,765	3.88
Cardboard	11,437	8,553	3,932	5,206	15,522	10,319	15,378	11,102	16,445	9,137	13,692	7,202	127,944	63.97
Commingle Recyclables	-	-	-	-	-	-	-	-	-	-	8,560	-	8,560	4.28
E-Cycle	-	-	-	4,936	-	-	5,200	-	-	-	5,200	-	15,336	7.67
Ferrous Metal	-	-	23,700	-	13,640	10,600	11,200	11,170	14,580	23,600	13,580	-	122,070	61.04
Mixed Paper	-	24,320	23,240	-	22,180	21,260	19,100	19,360	20,500	-	27,260	19,640	196,860	98.43
Non-Ferrous Metal	508	-	-	4,200	728	-	-	441	-	483	485	67	6,912	3.46
Other	4,300	2,202	150	322	4,485	2,855	1,825	240	6,891	152	2,265	2,685	28,372	14.19
Plastics	2,783	2,394	1,955	2,037	6,455	1,930	4,250	4,777	5,318	2,168	4,308	3,642	42,017	21.01
<b>Recycle Subtotal</b>	<b>19,318</b>	<b>37,929</b>	<b>53,537</b>	<b>16,701</b>	<b>63,916</b>	<b>47,389</b>	<b>57,830</b>	<b>47,892</b>	<b>63,173</b>	<b>35,999</b>	<b>76,330</b>	<b>33,732</b>	<b>555,836</b>	<b>277.92</b>
Garbage	53,480	57,160	79,000	69,380	93,960	102,340	99,140	89,500	105,490	117,240	54,000	74,860	995,531	497.8
Glass - reclamation project	14,790	15,000	-	30,990	17,130	19,310	47,350	33,010	19,170	10,670	21,340	16,720	245,480	122.7
<b>Garbage/Glass Subtotal</b>	<b>68,270</b>	<b>72,160</b>	<b>79,000</b>	<b>100,370</b>	<b>111,090</b>	<b>121,631</b>	<b>146,490</b>	<b>122,320</b>	<b>124,660</b>	<b>127,910</b>	<b>75,340</b>	<b>91,580</b>	<b>1,241,030</b>	<b>620.33</b>
<b>Grand Total Without TIOLI</b>	<b>87,778</b>	<b>110,089</b>	<b>132,537</b>	<b>117,071</b>	<b>173,106</b>	<b>169,039</b>	<b>204,320</b>	<b>170,402</b>	<b>189,733</b>	<b>163,909</b>	<b>132,670</b>	<b>125,312</b>	<b>1,796,866</b>	<b>898.43</b>
TIOLI Intake	23,016	20,540	19,871	21,514	24,200	20,556	33,061	30,137	28,765	23,938	21,649	9,836	277,083	138.54
TIOLI Discards	(2,000)	(776)	(151)	(965)	(1,154)	(775)	(1,005)	(705)	(1,410)	(2,375)	(645)	(925)	(12,886)	(6.44)
<b>Grand Total with TIOLI</b>	<b>108,794</b>	<b>129,853</b>	<b>152,257</b>	<b>137,620</b>	<b>198,033</b>	<b>188,820</b>	<b>236,376</b>	<b>199,834</b>	<b>217,088</b>	<b>185,472</b>	<b>172,674</b>	<b>134,223</b>	<b>2,061,063</b>	<b>1,030.53</b>

2015 Monthly in lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	-	541	-	-	-	1,789	867	1,270	431	326	482	523	6,419	3.21
Cardboard	7,713	9,049	9,769	5,817	6,325	16,033	13,216	13,194	14,054	8,407	9,464	9,831	124,981	62.49
Commingle Recyclables	-	-	8,400	-	-	-	5,460	-	-	-	-	8,400	22,260	11.13
E-Cycle	-	-	-	-	3,522	-	-	5,204	-	-	4,783	-	13,319	6.73
Ferrous Metal	-	8,800	-	-	22,600	-	-	22,584	-	-	24,829	300	79,113	39.56
Mixed Paper	-	21,800	-	23,440	-	22,320	21,280	21,260	20,560	24,220	-	22,688	177,368	88.78
Non-Ferrous Metal	1,291	123	-	-	-	234	-	183	97	73	236	3,000	5,237	2.62
Other	3,037	560	3,895	1,055	2,707	6,364	2,354	1,430	884	2,979	679	1,265	27,209	13.60
Plastics	3,943	2,380	422	-	1,627	9,349	4,153	4,852	4,074	2,684	3,036	3,486	40,006	20.00
TIOLI Intake	10,881	12,093	13,332	22,039	31,568	27,476	30,007	24,977	24,871	21,736	16,542	14,626	231,147	125.07
TIOLI Discards	-	(160)	(775)	(183)	(470)	(1,094)	(533)	(514)	(266)	(930)	(1,579)	(218)	(6,722)	(3.36)
<b>Recycle/Resuse Subtotal</b>	<b>26,865</b>	<b>55,186</b>	<b>35,043</b>	<b>52,168</b>	<b>67,879</b>	<b>82,471</b>	<b>76,804</b>	<b>94,440</b>	<b>64,705</b>	<b>59,495</b>	<b>58,472</b>	<b>63,901</b>	<b>739,727</b>	<b>369.86</b>
Garbage	54,310	56,400	91,020	72,800	66,700	79,300	121,040	88,880	71,460	72,780	78,460	78,480	931,820	465.91
Glass - reclamation project	16,000	-	16,000	16,000	16,000	13,260	47,370	29,010	17,360	12,470	19,330	30,360	233,160	117.91
<b>Garbage/Glass Subtotal</b>	<b>70,310</b>	<b>56,400</b>	<b>107,020</b>	<b>88,800</b>	<b>82,700</b>	<b>94,460</b>	<b>168,610</b>	<b>117,890</b>	<b>88,820</b>	<b>85,231</b>	<b>97,790</b>	<b>109,400</b>	<b>1,167,640</b>	<b>583.82</b>
<b>Grand Total</b>	<b>97,365</b>	<b>111,586</b>	<b>142,063</b>	<b>140,968</b>	<b>131,769</b>	<b>176,931</b>	<b>247,314</b>	<b>212,330</b>	<b>153,525</b>	<b>144,935</b>	<b>156,262</b>	<b>173,320</b>	<b>1,907,367</b>	<b>953.68</b>

2014 Monthly In lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	1,017	427	-	443	449	543	870	932	895	431	-	989	6,996	3.50
Cardboard	10,845	3,569	8,939	6,077	8,643	4,884	16,796	9,040	13,232	7,341	6,315	11,032	106,932	53.50
Commingle Recyclables	10,520	-	-	-	-	-	8,980	-	4,900	-	-	-	24,400	12.20
E-Cycle	-	-	-	3,273	-	-	-	-	7,041	-	-	2,320	14,536	7.30
Ferrous Metal	1,360	-	-	35,310	-	-	33,480	-	16,680	-	16,700	-	103,720	32.90
Mixed Paper	26,936	17,944	2,846	47,318	-	21,040	38,620	-	17,640	22,260	21,360	22,480	238,444	119.20
Non-Ferrous Metal	-	-	371	988	-	-	-	-	198	194	365	4,127	6,243	3.10
Other	-	3,431	825	2,125	80	7,268	2,025	40	80	605	2,373	2,735	21,628	10.50
Plastics	4,603	1,277	3,199	4,245	5,462	2,919	8,798	3,030	5,535	2,177	2,445	1,632	45,341	22.60
TIOLI Intake	-	-	-	-	-	-	-	28,922	13,160	13,212	25,331	12,333	94,858	47.40
<b>Recycle/Resuse Subtotal</b>	<b>55,281</b>	<b>26,667</b>	<b>16,532</b>	<b>102,859</b>	<b>14,634</b>	<b>36,654</b>	<b>109,569</b>	<b>41,964</b>	<b>81,280</b>	<b>46,614</b>	<b>73,256</b>	<b>61,814</b>	<b>663,098</b>	<b>331.30</b>
Garbage	78,940	56,420	70,720	61,460	72,040	94,720	91,680	100,800	76,160	85,700	53,620	941,760	471.00	
Glass - reclamation project	16,000	-	16,000	16,000	16,000	16,000	32,000	16,000	16,000	16,000	16,000	16,000	192,000	96.00
<b>Garbage/Glass Subtotal</b>	<b>94,940</b>	<b>56,420</b>	<b>86,720</b>	<b>77,460</b>	<b>88,040</b>	<b>110,720</b>	<b>131,310</b>	<b>107,680</b>	<b>116,800</b>	<b>92,160</b>	<b>101,700</b>	<b>69,620</b>	<b>1,133,760</b>	<b>567.00</b>
<b>Grand Total</b>	<b>131,221</b>	<b>83,087</b>	<b>103,271</b>	<b>180,319</b>	<b>102,674</b>	<b>147,374</b>	<b>241,069</b>	<b>149,644</b>	<b>198,080</b>	<b>138,774</b>	<b>176,956</b>	<b>131,434</b>	<b>1,796,858</b>	<b>898.30</b>