

MANAGING BOARD MEETING
LOPEZ SOLID WASTE DISPOSAL DISTRICT

Wednesday January 19, 2022

Approved 2/16/2022

ZOOM MEDIA MEETING

1:00 PM to 3:00 PM

Board members present: Rhea Miller, Ross MacDonald, Pam Stewart, Cynthia Smith, Clay Smith. Others present: District Manager Rick Carr; Facility Manager David Zapalac; TEO Coordinator Larissa Mansfield ; SWAP Chair Katherine Sorenson; Public: Tracey Cottingham, Paul Hendrickson, Andrew Nichols, Dan Post.

Rhea called the meeting to order at 1:00 PM

Minutes of the Dec 15, 2021 Board meeting approved unanimously as revised. Ross moved to accept, unanimous approval

Elections were held for board offices. Ross nominated Pam Stewart for Chair. Elected unanimously. Pam then took over the meeting. Rhea nominated Ross MacDonald for vice-chair; elected unanimously. Rhea nominated Gene for secretary; elected unanimously.

STATUS REPORTS:

Finance. County year-end info not received yet, so report lacks month and year end info (SEE QUOTE BELOW*). Met with Kendra Smith and Katie Fleming. (notes are from a recording and Rick's transmission was garbled, so report pasted below):

Welcomed Larissa Mansfield as new TEOC person. Audit is still underway, hope to have it done by end of the month. Auditor will interview Rhea.

*"Because of delayed year end closing, San Juan County final financials were not yet available to close our 2021 financials. They will be distributed to the board as soon as they are available, along with an updated version of this report."

Claims and Payroll -

Note: DECEMBER Claims were successfully signed within 2 days – Ric thanks us for our responsiveness!

Claims requiring board signature include:

- LSWDD Claim 21044
- LSWDD Claim 21045
- LSWDD Claim 21046
- LSWDD Claim 21047
- LSWDD Claim 21048*
- LSWDD Claim 21049
- LSWDD Claim 21050
- LSWDD Claim 21051
- December Payroll Claim

Updates

- • Expanded Site Master Plan approved by SJC. Procurement will provide list of approved consultants later this month. If one is acceptable, we can engage and begin the planning process.
- • Kendra Smith and Katie Fleming, along with Colin Huntmer and select SJC Public Works staff visited LSWDD on January 7th for a site visit and planning discussions. Conversation revealed that future PW plans and LSWDD site improvement plans are in long term alignment. Both committed to working together.
- • TEOC position filled! Please welcome Larissa Mansfield to LSWDD!
- • Audit process still underway – Auditor hopes to complete process by end of January.
- Pam asked whether Ric had met with David about detailing the procurement list. No new information
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Solid Waste Alternatives Project (SWAP). Katherine Sorenson and Tam Paynter are co-chairs, Julienne Gishman?? is treasurer, and Chayenna?? continues as secretary. Our membership has shrunk with retirements. Focus in 2022 will be get arms around all the tasks and prioritize. Need to determine responsibilities for the tasks. Biggest is looking at organizational structure it being 10 years now; have to look into liability insurance. Primary function of supporting LSWDD remains the same. Will continue supporting ReMakery while they restructure. Expect

written document by Feb 2 from RM and then will determine what the relationship will be. We are funding building lease for the first quarter of 2022 using funds that were donated specifically for that purpose. Lease arrangement for eqpt to be determined.

Tracie Cottingham was invited to speak about SWAP/LSWDD/RM issues as SWAP rep. Remakery has taken out liability insurance, funds coming from SWAP. Eqpt will stay in the RM space; \$25K property insurance obtained. Various sources of funds are being researched. Tracie read a press release which will be appended to these minutesxx. LSWDD had no issues with the press release.

Pam asked about the eqpt insurance and lease agreement; Kat received the lease agreement this morning. Insurance has been obtained.

Solid Waste Advisory Committee (SWAC). David: nothing to report. Met with Doug Poole, who is interested in becoming a member. David contacted Katie Fleming on to how to do that. Some new information about polystyrene recycling is hoped for. Our next meeting will be just before the Feb LSWDD board meeting.

Staff Reports and Questions from Board Members

Facility Manager. David reported: Weather has been an issue, as have shipping difficulties given ferry chaos. Many ferries have not run so getting materials off island has been a challenge, increasing labor costs because of ferry wait times. Paint care shipping happened by a miracle. Oil pickup hasn't happened and they've been difficult to reach. Orco is the new oil pickup firm, details still not worked out. Freon also up in the air at the moment. Considering obtaining a box truck for Freon transport.

Rhea: bill before legislature, #66-07 to centralize collection of recyclables. May not work for us but would be good for the State to be involved for themselves. A discussion will be coming if and when the bill passes. Should know by end of legislative session. This will be discussed at a later meeting.

Skagit has not sent invoice with income information so no daily/monthly bale available. Gary will send it out when it arrives and we'll have a 2021 wrap-up at the February meeting.

TEOC: Larissa/David. Larissa has been working on site recently and is being trained.

Larissa: [transmission garbled, didn't sound like anything beyond a lot of training and meeting with folks.

OLD BUSINESS:

* **Strategic Planning-Pam/Ross:** Ross: see appended report. Met with 7 folks from the county and had a positive meeting about our expansion/master site plan. RECORDING STOPPED HERE AFTER 43 MINUTES DUE TO A "MEDIA DOWNLOAD ERROR" therefore no record of District Manager's report beyond what is given above in the Finance report.

NEW BUSINESS: not recorded

IDEA POT: not recorded

PUBLIC COMMENT : not recorded.

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS- (RCW 42.30.110(1)g) was held and a side note from Clay said no relevant conclusions were reached and nothing to report.

The next meeting will be another ZOOM EVENT on Feb. 16, 2022

Respectfully submitted,

Gene Helfman, LSWDD Secretary

<geneh@lopezsolidwaste.org>