

LOPEZ SOLID WASTE DISPOSAL DISTRICT REGULAR MANAGING BOARD MEETING

MINUTES

THURSDAY, SEPTEMBER 25, 2015
LOPEZ ISLAND FIRE HALL MEETING ROOM
3:00 PM to 5:00 PM
Approved at October 15, 2015 meeting

Board members present: Sandy Bishop, Bruce Creps, Dan Post, Jim Lombard, Tytti Langford
Board member absent: Judy Meyer
Others present: Facilities Administrator Gary Lawrence, Manager Dave Zapalac, EOC Nikyta Palmisani

1. Sandy called the meeting to order at 3:00 noting changes to agenda to include OPS, SIGNS and PR, which were inadvertently omitted from the agenda.
2. **A motion was made to approve the minutes from August 20, 2015 regular meeting. The motion was approved 5/0/0.**
3. Board business:

Treasurer's report:

See attachment 1 (posted on www.lopezsolidwaste.org).

Items for payment were approved and signed.

Bruce stated that LSWDD budget is due to the County by the end of November 2015. Thus we need to agree on the budget by October meeting. A budget meeting is scheduled for Thursday, November 5, 2015 3-5 pm. Bruce will send more information. Bruce will inform our insurance company about the new baler.

4. Staff reports and Board action if noted in report or requested:

Manager's monthly report:

See attachment 2 (posted on www.lopezsolidwaste.org).

The Code of Conduct will be finalized by next meeting.

A new bailer was received and will be protected by an extended cover.

David will make it a priority to maintain the web site.

He will send a letter to Todd Reynolds at Skagit River (copy to Bruce) regarding the loan on their bailer, LSWDD's commitment to give them 100% of the bale business resulting from their bailer on recyclables.

David will look into whether we want to update or maintain the long-form recycling guide.

Nikyta will give two new presentations in October. Start on an informational article to be in the publication about the Islands on the ferry. Due January 16, 2016.

A motion was made to approve the EOC plan with changes. Carried 5/0/0

Administrator's report:

See attachment 3 (posted on www.lopezsolidwaste.org).

5. Committee reports:

SWAP – no report

OPS – Discussion how to use new tippler.

Jim has built deconstruction cart. Discussion about high school Students doing deconstruction as Senior Project.

Next OPS meeting re-think co-mingled separation.

TIOLI – no report. Need meeting before 10-16-2015

SIGN – signage changed to winter hours

6. Other reports –

Management meeting – Next 18 months create policies and procedures manual.

PR – Discussion about newsletter to be on the web site.

SWAC – David and Dan will send a letter to Ed Hale at SJC proposing change to priority recycling glass from high priority (currently) to low priority.

7. Old business – Agenda for Board Retreat accepted.
Postpone Volunteer Appreciation Day.

8. New business –

Annual evaluation process of staff discussed. Tytti will recommend process for review of manager and David will recommend process for staff.

9. Meeting was adjourned at 5 pm. Next regular board meeting is October 15, 2015.

Respectfully submitted,

Tytti Langford
Acting Secretary
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