

# LOPEZ SOLID WASTE DISPOSAL DISTRICT REGULAR MANAGING BOARD MEETING

## MINUTES

THURSDAY, April 20, 2017  
LOPEZ ISLAND FIRE HALL MEETING ROOM  
3:00 PM to 5:00 PM  
Approved 5/18/17

**Board members present:** Clark Johnson, Rhea Miller, Judy Meyer, Tytti Langford

**Board member absent:** none

**Others present:** District Manager Paul Andersson, Facilities Manager David Zapalac, Training Education and Outreach Coordinator Nikyta Palmisani

Clark called the meeting to order at 3:06 PM, noting no changes to agenda and with thanks to Nikyta for a lovely cake.

**Rhea moved to approve the minutes from the 3-16-17 regular meeting after removing the redundant sentence on adjournment and replacing the final sentence in the District Manager's report** with "Paul explained why he decided on the particular version of Quickbooks, which is because it made more sense to have it on a laptop rather than having to remotely access the computer in the kiosk; furthermore, it is similar to what Bruce has been successfully using." **The motion was approved unanimously.**

Clark noted that one thing he learned from Bruce's comments in the March meeting was about the lack of transparency on how excise taxes are being accounted for and transferred to Dump. Paul agreed to look into whether the county has source documentation.

### Board business

**Financial Officer's report:** See Appendix 1 (below)

The following voucher/warrants/electronic payments are approved for payment: Claim numbers: 17009 through 17013, totaling \$8868.38 Payroll: 3/1 through 3/31/17 totaling \$11,643.06.

Paul noted that revenues were 30% above budget (largely because of more customers) even without the most recent excise tax payment. Hence we are showing \$4000 net positive balance rather than the -\$5000 anticipated in the budget. He also reminded us that the kiosk holds no cash when it is not occupied.

**District Manager's monthly report:** See Appendix 2 (below). The Board thanked Paul for sending the detailed kiosk closeout procedures and wondered why Paul is not also receiving the BCC described under #10. Paul said he would change it so both he and David are receiving the BCC. Clark noted the detailed procedure would benefit from having a cover sheet with an abbreviated list of closing actions. This document will be in the policy book. Rhea stated the importance of having hard copies of documents like this.

In response to a question, David and Paul noted that all personnel evaluations have been completed. Paul thanked SWAP for renting LCCA for the founding board celebration. He is tracking articles about LSWDD in the press and continues to work on organization and procedures.

**Facility Manager's monthly report:** See Appendix 3 (below) The board asked Paul to send a thank you note to Jim Lombard for doing the preliminary drawings for the bailer shed extension. David hopes to have the permit before the summer. David described the E-cycle situation (person doing the pickup is no longer doing it), and that there will be a meeting soon to figure out how to deal with this problem.

**Administrator's report:** See Appendix 7 (below).

**Training, Education and Outreach Coordinator's report:** See Appendix 4 (below). The Board questioned the need for a quarterly review of the TEOC workplan. The general feeling of the Board was that Paul should do a quarterly review, but the Board only needed to do it annually. The management committee will consider this as part of the general discussion of board responsibilities that make more sense for the District Manager to handle. They will make a recommendation to the Board.

#### **Committee reports:**

Operations – LSWDD needs to store appliances under a tent, and David will purchase one. LSWDD is looking for someone who can evacuate Freon. If we do that we could put refrigerators in the bin with other appliances. David read the letter to Mark Herrenkohl (with a cc. to Jamie Stephens) asking the county to do the needed chip sealing in 2018 at no charge. **Judy moved approval of the letter. The motion passed unanimously.**

Management - Paul is chairing this committee and included a report as part of the District Manager's report. He passed around a draft of the organizational chart.

**Administration** – Paul is chairing this committee and included a report as part of the District Manager's report. The phone service has been moved from Century Link to Rock Island. Paul is putting files on an external hard drive. The committee is developing access structures. The paper copies are the official documents.

**Take It Or Leave It** – no report.

**Public Relations** – Paul is chairing this committee and included a report as part of the District Manager's report. PR procedures are being revised and Paul is learning how to edit the website.

**Other reports** –

**Solid Waste Alternatives Program** -- see report in Appendix 5 (below).

**Solid Waste Advisory Committee** – The household hazardous waste grant has been cut in half. The solid waste management plan is being updated, and they are hammering out the details of the bag ban. There is a composting subcommittee.

**Old business** –

**Bylaws revision** – Paul is working on this and sent the board some edits. Board comments included: no longer any need to state term expiration dates; unclear why only the District Manager is indemnified and what it means to be indemnified; coverage of document retention. Paul will make further edits and send to the Board for individual comments. Bylaws revision will be on the agenda for the May meeting.

**New business**

**Hazardous waste storage facility** – Orcas will be getting a facility that enables them to accept hazardous waste year round. It is 30 feet X 8.5 ft X 8.5 feet. We would like to have one but currently do not have the space for it. Paul will contact Mark Herrenkohl and Jamie Stephens so they know we are interested in having such a facility once space for it can be made available.

**Annual report** – The Board thanked Paul for a well-written annual report. We discussed the diversion rate presented and clarified that it is diversion rate from a sanitary landfill.

**LSWDD credit card** -- The staff suggest having a LSWDD credit card with a \$5000 maximum to facilitate purchases. Paul will look into what this would entail and provide a report as to his findings for our May meeting.

**Access to LISSY for former board members** – The Board discussed having an emeritus category where former board members could fill out a form indicating how they will contribute and indicate what privileges are needed. The Board could then decide whether to approve the application.

**Idea pot**

**LSWDD designation** – The Lopez Island Dump is a drop box facility, not a transfer station. Clark has written up an explanation of that, which he provided to board

members (see Appendix 6) and which Paul will include in the policy manual he is creating.

**Insurance** -- A history of our insurance decisions is being prepared. We will be discussing portfolios in June.

**Improving the volunteer experience** – We need to signal to volunteers how important they are, and Nikyta and Clark have been discussing ideas for how to do this. They will provide a document to discuss at our May meeting.

**Beep or belch initiative** – Clark is looking into having something at the market that would give positive feedback when there is a container that we can recycle at our facility vs. negative feedback when the container cannot be recycled.

The meeting was adjourned at 5:15 pm. The next regular board meeting is May 18, 2017.

Respectfully submitted,

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

# APPENDIX 1

LSWDD			
Profit & Loss Budget vs. Actual			
January through March 2017			
	Jan - Mar...	Budget	% of Bud...
<b>Income</b>			
Beginning Cash (308.80.00.0000)	0.00	0.00	0.0%
Tax Levy Revenue (311.10.00.0000)	15,761.18	11,425.00	138.0%
Excise Tax Revenue (318.45.00.0000)	12,824.05	10,131.00	126.6%
Garbage Tip Fee Revenue (343.70.00.0000)	33,159.95	26,401.00	125.6%
Recyclables Sales Revenue (343.70.00.0001)	2,753.84	2,148.00	128.2%
Recyclables Tip Fee Revenue (343.70.00.0002)	1,837.00	1,344.00	136.7%
Investment Interest, LGIP (361.11.00.0000)	296.69		
Donations (367.00.00.0000)	186.90	134.00	139.5%
Cash Over (Short) (369.81.00.0000)	5.00		
Refuse Tax (386.37.00.0000)	1,190.83	951.00	125.2%
<b>Total Income</b>	<b>68,015.44</b>	<b>52,534.00</b>	<b>129.5%</b>
<b>Expense</b>			
Wages (537.00.10.0000)	31,987.05	36,057.00	88.7%
FICA (537.00.20.0001)	2,447.03	2,757.00	88.8%
L&I (537.00.20.0002)	1,576.24	2,019.00	78.1%
Retirement (537.00.20.0003)	2,893.10	3,966.00	72.9%
Personnel Benefits (537.00.20.0009)	41.59	0.00	100.0%
Office & Operating Supplies (537.00.31.0000)	226.81	876.00	25.9%
Fuel (537.00.32.0000)	291.69	716.00	40.7%
Small Tools & Equipment (537.00.35.0000)	236.07	1,875.00	12.6%
Accounting and Professional (537.00.41.0000)	0.00	600.00	0.0%
Advertising and Public Outreach (537.00.41.0000)	426.70	300.00	142.2%
SJC Admin. and Legacy Fees (537.00.41.0009)	7,936.40	7,938.00	100.0%
Communications (537.00.42.0000)	347.90	450.00	77.3%
Taxes, Other (537.00.44.0000)	0.00	0.00	0.0%
Rentals and Leases (537.00.45.0000)	700.00	600.00	116.7%
Insurance (537.00.46.0000)	3,842.46	3,842.00	100.0%
Utility Services (537.00.47.0000)	175.93	249.00	70.7%
Garbage Tip Fees Paid (537.00.47.0001)	6,907.45	5,213.00	132.5%
Garbage Transportation Exp. (537.00.47.0002)	1,094.40	1,065.00	102.8%
Recyclables Tip Fees Paid (537.00.47.0003)	0.00	71.00	0.0%
Recyclables Transportation Exp. (537.00.47.0004)	1,221.10	1,098.00	111.2%
Reclamation-Disposal Fees Paid (537.00.47.0005)	730.80	814.00	89.8%
Repairs and Maintenance (537.00.48.0000)	2,147.58	3,750.00	57.3%
Fees & Dues (537.00.49.0001)	0.00	51.00	0.0%
Hazardous Waste Exp. Allowance (537.00.49.0002)	0.00	0.00	0.0%
Permits and Licenses (537.00.51.0000)	797.00	549.00	145.2%
Refuse Tax Payment (586.00.44.0000)	0.00	0.00	0.0%
Debt service, Principal (591.37.70.0000)	9,570.64	9,750.00	98.2%
Interest Expense (592.37.80.0000)	582.85	580.00	100.5%
Facility Improvements (594.37.63.0000)	1,055.00	1,055.00	100.0%
Computer and Software Exp. (594.37.64.0000)	172.95	249.00	69.5%
<b>Total Expense</b>	<b>77,408.74</b>	<b>86,490.00</b>	<b>89.5%</b>
<b>Net Income</b>	<b>-9,393.30</b>	<b>-33,956.00</b>	<b>27.7%</b>

APPENDIX 2

# Board Materials – 4/20/17

## Contents

Manager’s Monthly Report.....

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# Manager's Monthly Report

## Documents

Annual Report – finalize draft and disseminate.

Thank you cards – database created, ~10 cards sent

New Press articles – “Recycling in San Juan County”; “STEM Award”; also consolidating printed copies of PR stories in office file folder

## Trainings

Kiosk – 5 days of DM running the kiosk. Common mistakes were made, reconciled. Very enjoyable atmosphere and very functional processes.

## Finances

Credit card request

## Transition progress update

- Handoff from Bruce is complete – files, keys (PO box), tasks, account information, etc.
- Accessing Bruce for key questions continues
- Improved fluency with all major IT systems except for website (pending tutorial by Anne or other experienced trainer)
- Completed meetings with San Juan County offices on Friday, March 17 to meet Prosecuting Attorney and some Finance dept. representatives.
- Paul increased weekly hours over last month but is averaging 20/week for the year so far.

## Next Steps

- File first round of quarterly financial reports for 2017
- Follow up on to-do items from PR, Admin, Management committee
- Improve written procedures and data/file organization and access across all operations,
- Perform all duties according to job description

# Management Committee Report

## Structure

District Manager will act as Management Committee chair – convening meetings and reporting to board.

## Documents

### District documents being edited

- ~~✓ Job descriptions – have been posted to the website~~
- ✓ Bylaws – SEE ATTACHMENT with board packet. Updated to incorporate District Manager position and decrease number of board members required.
- ✓ PR procedures – review and editing are still underway.
- ✓ Kiosk Closeout Procedure – SEE ATTACHMENT with board packet
- ✓ Org chart – SEE ATTACHMENT with board packet

### District documents developed

- ✓ More written procedures to document tasks that involve many steps or may be easy to forget (e.g. ~~kiosk close-out procedure~~, Site Safety, Personnel Policies, Public Record Request procedures,); ongoing timeline
- ✓ Improvement to availability and transparency of documents including binders in the office, safety procedures, etc.; ongoing timeline

## Procedures

### Procedural improvements being considered

- Timesheet submittal process would benefit from streamlining to relieve Facility Manager from tedious monthly reconciliation of timesheet hours and signatures. District Manager may assume role of gathering all timesheets, including their own, and submitting complete package to Facility Manager for final review
- Staff evaluation procedures – District Manager will support Facility Manager in annual review of all staff. District Manager will update draft policy and move toward board approval.
- Further Development of Committee structures
  - Committees encouraged to establish a regular and consistent meeting time, if possible
  - Management Committee will meet monthly, 2 weeks after board meetings;
  - Each committee requested to select a chair as point person to communicate directly with District Manager
  - District Manager will assume role of conveying committee information to and from the board if chair is unavailable
- Staff and Committee reporting procedures (to board) – Paul will attempt to relieve Nikyta and Gary's obligation to attend board meetings if it can streamline communications and reduce staff labor. If not in attendance at every board meeting, these staff could be invited to present quarterly or as needed.



# Admin Committee Report

District Manager will act as committee chair – convening meetings as necessary and reporting to board

## Topics

### **Internet and phone**

Phone number porting is underway from CL to RI.

History:

Internet and phone service will be switched from CenturyLink (\$106/mo) to Rock Island (\$95/mo) due to better RI service now available and CL services failing periodically. No changes to phone numbers or other operating procedures. Paul and Bill are coordinating the transition.

- ✓ There will be a cancellation fee of our CenturyLink subscription of roughly \$200 that Paul will dispute and attempt to eliminate due to insufficient services.
- ✓ Bill will write up some simple procedures about how to do the final switch over of phone and internet once Century Link has ported the telephone number over to our new provider.
- ✓ Bill will also document any usernames and passwords for modem access, etc and we will make these available.

### **Access to LSWDD data and files**

**Issue:**

General and master files that the board and/or staff should have access to have not traditionally and aren't currently available to them.

### **Option: Cloud backup – Google Drive**

Most familiar and easiest option to improve this is Google Drive, which stores files to the cloud but can be easily downloaded as a folder on your own desktop (it syncs with the cloud files behind the scenes).

#### **Cost**

Cost for Google Drive is free up to 15gb of storage.

#### **Security**

Google Drive Encryption:

Google Drive is not sufficiently encrypted on its own, but independent apps are easy to use and can plug in encryption to the folders/files of choice.

<http://download.cnet.com/blog/download-blog/how-to-make-google-drive-more-secure/>

Certain files may be deemed inappropriate for storage in general files and/or staff and board members will receive different levels of access privileges.

- ✓ Paul will begin trials with Google Drive to back up digital files and provide more access for all board and staff to share files.
- ✓ Paul will report out to board on pros/cons of cloud storage options, and necessary security measures, etc before migrating anything.

### **Access to Lissy data**

Bill backs up Lissy data. Bill is testing Acronis True Image for one month trial, which can provide backups of all Lissy and other files in his ownership.

- ✓ Pending Bill's formal recommendation, purchase of Acronis for broad use of digital backups will be made

Access to Lissy is designated by Bill and Paul through user privileges.

- ✓ Clark and Paul are going to work on structuring "Groups" with "Members" in order to provide better structure to who gets what access to what files or level of privilege across the many IT systems LSWDD is operating.

### **Access to Lissy code**

Access to Lissy software code is currently held in the hands of Povl Lasbo exclusively. We would be challenged to correct any failures if Povl weren't around and Lissy went down. There is no good 'reason' for it to break, but we are working on redundancy in access to this system. We need to be careful not to impose upon Povl's domain of control of this code, however.

It has been generally agreed upon (though not written in stone) that LSWDD owns the code since we have started paying Povl a small hourly rate for his improvements to the system, but this system was built by Povl for free, so there is reason for him to be protective of it.

Documentation of the code – e.g. a kind of user manual – has been discussed over the years and would make Lissy development feasible for a secondary person (software developer) but is a substantial project.

- ✓ Paul, Clark and Bill will discuss our redundancy options with Povl

### **Data backups of Lissy, Quickbooks, data and files**

Bill backs up Lissy data. Bill is testing Acronis True Image for one month trial, which can provide backups of all Lissy and other files in his ownership. This is a \$100 annual subscription fee for the service.

Proposal is to move forward with the service. (Bill?)

- ✓ Paul is going to populate LSWDD digital files on an external hard drive.
- ✓ Paul is going to begin testing Google Drive files and backing up files here as well. Does somebody we know own [lopezsolidwaste@gmail.com](mailto:lopezsolidwaste@gmail.com)? Is there a gmail account we want to create and specifically set up Google Drive through that account as the owner?
- ✓ Paul also has files stored to his laptop hard drive which are also backed up on “OneDrive” through the Microsoft cloud.

### Website Oversight

- ✓ Paul hosted PR Committee meeting with Ann, Nikyta, and Judy with some discussion on website oversight procedures – these will dovetail with PR procedures.

## PR Committee Report

### Structure

District Manager will act as Management Committee chair – convening meetings and reporting to board.

### Documents

- ✓ PR Procedures review and edits
- ✓ New Press articles – “Recycling in San Juan County”; “STEM Award”; also consolidating printed copies of PR stories in office file folder

### Topics

#### Website

- ✓ Public Records contact now listed – Thanks Judy!

#### Web Update Needs

- ✓ Summer hours and messaging; TOEC references; Bruce Creps references; paula@ references; content and images; overall cleanup
- ✓ Website design and maintenance – Paul and Nikyta will work together to update website text and appearance.
- ✓ List serve emails – Paul, Nikyta and others will work together to ensure email lists are maintained and correspond to each other (e.g. volunteer list vs. newsletter recipient list.)

## **APPENDIX 3**

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

Date Issued: April 15,2017

#### **SAFETY**

The disabled parking spot is being used frequently by customers of TIOLI who have the state issued permits.

#### **GENERAL**

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

Most of our regular customers have now had the opportunity to meet Paul during the six days that he has been in the Pay Kiosk. Paul also gained valuable experience and insight into our operation and how the facility is used by the residents of Lopez Island.

Nikyta has returned to work full shifts at the facility with Eric continuing to take some of her shifts over the next couple of months. We are very glad to have Nikyta back.

The Baler shed roof extension project is on track with drawings being generated by Tom Froning and engineering by Wayne Haefele. Thanks to Jim Lombard for getting the design phase rolling and getting his ideas sketched and handed over to Tom.

Frank Penwell of Community Treasures has given notice to Washington Materials Management and Financing Authority (WMMFA) that he will no longer be operating as the county's E-cycle transportation coordinator. Frank's service to LSWDD includes all transportation and processing of our collected E-cycle items, as well as E-cycle collected on Orcas Island by ORS and on San Juan Island by his facility near Roche Harbor. David has been in contact with WMMFA's director and will be discussing options with Pete Moe, Troy Lautenbach and Mark Herrenkohl in the next couple of weeks. The E-cycle items were picked up from ORS and LSWDD by Community Treasures right before notice was given by Frank that he was ending the service.

The Public Works shop next door to LSWDD is now on a four day work week schedule. This means that LSWDD will have access to the area behind the shop for overflow TIOLI parking on all three days of operation each week through the Summer.

Bill Clemens has installed the OOMA phone device for our VOIP service and our phone number is scheduled to be ported over to the new service April 17th. Bill will continue to provide support to insure

that phones are working properly in the KIOSK as well as the lower office.

Skagit River Steel and Recycling prices for February were:

Corrugated Cardboard \$97/ton (unchanged)

Mixed Paper \$35/ton (up \$5)

Aluminum Cans \$0.32/lb. (up \$0.02)

Irony Aluminum (95% clean) \$0.21/lb.

**Bulk Appliance steel \$60/ton (up \$20)**

#2 Cloudy bottles (none sold)

All other plastic containers sold \$0.0/lb. (unchanged)

CUSTOMER/VOLUNTEER FEEDBACK:

None to report.

## **APPENDIX 4**

### **April 2017 Board Report -- Training, Education and Outreach Coordinator**

#### **Training / Volunteers:**

Metrics: 72 % shifts filled for. Goal was 82%.

See Administrators report attached.

#### **Training:**

Trained 2 volunteers, recruited 2 more.

#### **Education:**

Re-Make lab preparing to present their work at Earth Day assembly at Lopez School Friday April 21, and at Earth Day for the community in conjunction with the Procession of the Species.

Extruder is still in process, Brad Buchanan will be fabricating most of the parts in his home shop. All teams decided that the extruder should live at the dump, with a weatherproof cover and on a specially designed cart. This way Page supervise it's use and filament can be available to adults as well as students. Filament will be sent to Lopez school on an as needed basis. Page Read is working to finish the shredder which will be placed next to the #1 PET tote in the recycle plaza and have a hand crank for citizen participation and a motorized crank for staff use if increased volume of shredded plastic is needed.

#### **Events:**

Thank you all for a wonderful Board Appreciation Party! What a success!

Great Islands Clean Up (GICU) planning is underway including a bike cargo team who will be charting how many emissions can be saved by people powered forms of travel on Lopez. The Lopez team from Leadership San Juan Island is planning this aspect of the GICU. SWAP has committed to purchasing treats from Holly B's for registrants, and registration will be held in the LSWDD office parking lot or

meeting room, weather dependent. Blossom will provide treats to teams participating in the recycle diversion from the waste stream on April 23, 2017.

Earth Day planning with Lopez School to present ReMake Lab and participated in Primary and Secondary school Assemblies scheduled for April 21.

**Ongoing:**

TIOLI Committee only meets as needed.

PR Committee meeting on April 14, 2017.

SWAP Board meeting April 11, 2017. TEOC and LSWDD Board Chair attended.

**March 2017 Volunteer Analysis**

Volunteer Hours/Rate	
Potential Volunteer Shift Hours	Number of Open Days
260	13
Total Shift Hours Volunteered	Participation Rate
190	73%
Potential TIOLI Shift Hours	Potential Recycle Shift Hours
130	130
TIOLI Shift Hours Volunteered	Recycle Shift Hours Volunteered
92.5	97.5
TIOLI Participation Rate	Recycle Participation Rate
71%	75%
Special Project TIOLI	Special Project Recycle
15	35

Unfilled Shifts	
All Shifts	
Total	104
Unfilled	29
% Filled	72%

Tioli Shifts	
Total	52
Unfilled	16
Filled %	69%

Recycle Shifts	
Total	52
Unfilled	13
Filled %	75%

Number of Volunteers Participating	
TIOLI	23
Recycling	24

**APPENDIX 5**

SWAP April 2017

- 1 We are supporting the all islands cleanup with refreshments
- 2 We have artist Daphne Morris working on the 2017 Junk Bond
- 3 We have nearly completed going through the Legal Checklist for nonprofits

We thank Clark for coming to our April meeting and supporting us with such good information regarding WAVE and what can be done with Word.

**APPENDIX 6**

**LSWDD Designation**

We were going to call it a Transfer Station until we learned that the WAC defines Transfer Station as having a tipping floor, with all the requirements thereof. What we have is defined in the WAC (or the RCW) as a "Drop Box Facility" and a "Materials Recovery Facility" (MRF).

## **WAC 173-350-100**

<http://apps.leg.wa.gov/wac/default.aspx?cite=173-350-100>

**"Transfer station"** means a permanent, fixed, supplemental collection and transportation facility, used by persons and route collection vehicles to deposit collected solid waste from off-site into a larger transfer vehicle for transport to a solid waste handling facility.

**"Drop box facility"** means a facility used for the placement of a detachable container including the area adjacent for necessary entrance and exit roads, unloading and turn-around areas. Drop box facilities normally serve the general public with loose loads and receive waste from off-site.

**"Material recovery facility"** means any facility that collects, compacts, repackages, sorts, or processes for transport source separated solid waste for the purpose of recycling.

David says:

Transfer stations smell bad and have many additional Health and Safety constraints / rules / challenges. We have no interest in becoming a Transfer station.\

## **APPENDIX 7**

See next page

In Tons	Total Year 2013	YTD Through			March
		2014	2015	2016	2017
Aluminum Cans	2.7	0.72	0.27	0.74	0.70
Cardboard	48.0	11.68	13.27	11.96	15.25
Commingled Recyclables	14.5	5.26	4.20	-	-
E-Cycle	5.0	-	-	-	-
Ferrous Metals	30.5	0.68	4.40	11.85	11.98
Glass	95.8	-	-	-	-
Mixed Paper/Newsprint	81.5	23.86	10.90	23.78	20.62
Non-Ferrous Metals	1.4	0.19	0.71	0.25	0.42
Other	4.9	2.13	3.75	3.33	4.39
Plastics	14.0	4.54	3.37	3.57	3.24
<b>Recycle Subtotal</b>	<b>298.3</b>	<b>49.1</b>	<b>40.9</b>	<b>55.48</b>	<b>56.6</b>
Garbage	425.0	103.04	100.87	94.82	115.10
Glass - reclamation project	15.0	16.00	16.00	14.90	29.02
<b>Garbage/Glass Subtotal</b>	<b>440.0</b>	<b>119.0</b>	<b>116.87</b>	<b>109.72</b>	<b>144.11</b>
<b>Grand Total Without TIOLI</b>	<b>738.3</b>	<b>168.1</b>	<b>157.73</b>	<b>165.19</b>	<b>200.70</b>
TIOLI Intake	-	-	18.15	31.71	29.21
TIOLI Discards	-	-	(0.47)	(1.46)	(1.00)
<b>Grand Total With TIOLI</b>	<b>-</b>	<b>-</b>	<b>175.41</b>	<b>195.45</b>	<b>228.91</b>

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

Year to Date				
Garbage/Glass	Tons		Recycle/Reuse	Tons
2014	119		2014	49
2015	117		2015	59
2016	110		2016	86
2017	144		2017	85

  

Garbage/Glass	%		Recycle/Reuse	%
2014	71%		2014	29%
2015	67%		2015	33%
2016	56%		2016	44%
2017	63%		2017	37%

2017 Monthly in lbs	January	February	March	April	May	June	July	August	September	October	November	December	Total	Tons
Aluminum Cans	940	-	457	-	-	-	-	-	-	-	-	-	1,397	0.70
Cardboard	15,395	5,636	9,462	-	-	-	-	-	-	-	-	-	30,493	15.25
Commingle Recyclables	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E-Cycle	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ferrous Metal	12,500	319	11,140	-	-	-	-	-	-	-	-	-	23,959	11.98
Mixed Paper	16,040	-	25,200	-	-	-	-	-	-	-	-	-	41,240	20.62
Non-Ferrous Metal	97	371	377	-	-	-	-	-	-	-	-	-	845	0.42
Other	1,134	4,256	3,390	-	-	-	-	-	-	-	-	-	8,780	4.39
Plastics	3,678	1,681	1,112	-	-	-	-	-	-	-	-	-	6,471	3.24
<b>Recycle Subtotal</b>	<b>49,784</b>	<b>12,263</b>	<b>51,138</b>	-	-	-	-	-	-	-	-	-	<b>113,185</b>	<b>56.59</b>
Garbage	74,700	70,750	84,740	-	-	-	-	-	-	-	-	-	230,190	115.1
Glass - reclamation project	27,680	14,080	16,270	-	-	-	-	-	-	-	-	-	58,030	29.0
<b>Garbage/Glass Subtotal</b>	<b>102,380</b>	<b>84,830</b>	<b>101,010</b>	-	-	-	-	-	-	-	-	-	<b>288,220</b>	<b>144.11</b>
<b>Grand Total Without TIOLI</b>	<b>152,164</b>	<b>97,093</b>	<b>152,148</b>	-	-	-	-	-	-	-	-	-	<b>401,405</b>	<b>200.70</b>
TIOLI Intake	22,376	16,567	19,478	-	-	-	-	-	-	-	-	-	58,421	29.21
TIOLI Discards	(483)	(605)	(915)	-	-	-	-	-	-	-	-	-	(2,003)	(1.00)
<b>Grand Total with TIOLI</b>	<b>174,057</b>	<b>113,055</b>	<b>170,711</b>	-	-	-	-	-	-	-	-	-	<b>457,823</b>	<b>228.91</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>#####</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>#####</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>#####</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
Commingled 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>#####</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>#####</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
Commingled 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	99,310	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>#####</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>#####</b>	<b>898.30</b>

Notes on 2017

Other is composed of Aluminum Foil, Electric Motors, Electric Wire, Fluorescent lights, Lead Acid Batteries, Rechargeable Batteries, Oil Waste, Refrigerators, Textiles, Tires, Non-Ecycle Electronics  
 Our records show that 2 bales of cardboard, 1 bale of aluminum cans, 1 mixed bale of ag plastic and poly film, and 7 refrigerators did not make it on SRS ticket in February. All together it is estimated that February should be 3,575 pounds higher. We got the SRS ticket too late to call them and