

**MANAGING BOARD MEETING**  
**LOPEZ SOLID WASTE DISPOSAL DISTRICT**

**Wednesday, June 17 , 2019**

**Approved July 17, 2019**

**LOPEZ ISLAND FIRE HALL MEETING ROOM**

**1:00 PM to 2:15 PM**

Board members present: Clark Johnson, Rhea Miller, Larry Bailey, and Clay Smith. Gene Helfman joined the meeting at approximately 1:30.

Others present: District Manager Paul Andersson; Facility Manager David Zapalac; and guest Linda Noreen.

Clark called the meeting to order at 1:00 PM, noting no changes to the Agenda .

**Rhea moved to approve the minutes of the May22, 2019 Board meeting. The motion was approved unanimously.**

**Status Reports:**

**Financial Officer-** Paul reviewed May's financials. We were .6% above budgeted revenues for May and are 6.5% above budgeted revenues for the year. May expenditures were 8% above budgeted and we are 3% below budgeted expenditures for the year. We are holding \$200,000 in investments. At the end of April, 2019, we had \$70,895 in our cash account; \$270,895 total.

He submitted claims for approval and by unanimous consent **the following vouchers/warrants /electronic payments were approved for payment:** 19020 - \$464.68; 19021 - \$763.09; 19022 - 568.29; 19023 - \$553.61; 19024 - \$8,907.48; 19025 - \$1,083.07; and May Payroll - \$14,578.81.

**Solid Waste Alternatives Program(SWAP)** – Kim Norton was off-island and had submitted a written report: **Saturday Market-Selling skirts;** **Blossom Bag Bin:** Signage was changed to “Return or donate bags

here” instead of “Return bags here”, hoping this will deter folks from contributing bags that are less than desirable for carrying food; **LSWDD site improvement**-Thanks to a \$4,000 grant SWAP can donate \$10,000 to the site improvement project and still maintain the SWAP budget; and **Dogs at the Dump Calendars 2020**-Thanks to Nikyta, we have a 2020 calendar ready to sell for the July 4<sup>th</sup> week and at SWAP on Saturdays.

**Solid Waste Advisory Committee(SWAC)**: Clark and Paul reported that Mark Herrenkohl had resigned as Solid Waste Coordinator. Kendra Smith at Public Works will be the contact person in the interim.

### **Staff Reports:**

The Board reviewed the staff reports with Paul providing an overview.

**Facility Manager**- David summarised his report. Traffic is starting to even out over Fri-Mon. The volume of traffic at the Dump and TIOLI, especially on Sundays, is more manageable. Colby White is being trained for the additional duties. Colby has been working Fridays and Sundays controlling traffic mainly in the lower Zwall lot and TIOLI area. This has had a dramatic positive affect on operations. General discussion followed about site safety measures, ie signs, new Tioli intake, traffic patterns, volunteers, etc.

**Administrator** - The Daily Bale Report for May was unavailable because of technical difficulties at Skagit Disposal in compiling the report.

**Training, Education, and Outreach Coordinator**- Nikyta was off-island but filed a written report: **Volunteers**-2 new volunteer recruited, 2 new volunteers trained, 89% of shifts filled in May, and more volunteers are continuing to spread the word; **Education**-TEOC facilitated Bottle cap mural making class with Lopez School art teacher, Entered an art piece in Seattle’s Recycled Arts Festival juried art show which was accepted and is being exhibited June 8-July 1, Co-facilitated the Up-cycled Planters workshop in partnership with the Lopez Library(14 in attendance learned about textile and shoe recycling), and Spoke at annual Farmers Market board meeting, advocating for a zero waste farmers market.

**Old Business:**

**Board diversity and recruitment:** Clay reported the information cover sheet and form to be used in promoting diversity of board membership and recruiting new board members, will be live on the LSWDD website in July.

**District Manager Applications:** Paul updated the Board on the status.

**LSWDD Continuing Education Reimbursement Program:** Pursuant to the Board’s request at the May Board meeting, Paul prepared a **Motion** to approve an LSWDD Continuing Education Reimbursement Policy, Continuing Education Reimbursement Request Form, and Continuing Education budget amendment. The Continuing Education Reimbursement Program would provide \$400 in continuing education reimbursements each year for employees that meet specific criteria. Employees must meet criteria established in the policy, submit a request form, and receive full approval before requesting reimbursement. The total program cost would be \$2,400 annually. After discussion as to hours of employment required to qualify for the Program and whether or not attendance at conferences were included, it was agreed to defer the matter to the July Board Meeting.

**New Business:**

**Motion to approve 2010 LSWDD Levy Amount:**

Continuing the discussion from the Board’s May meeting, the following Motion was moved and passed unanimously

**MOTION:**

LOPEZ SOLID WASTE DISPOSAL DISTRICT  
SAN JUAN COUNTY, WASHINGTON  
RESOLUTION # 2019-2

A RESOLUTION ADOPTING THE 2020 EXCESS LEVY

**Whereas** the Lopez Solid Waste Disposal District Managing Board held a duly-called meeting after proper notice on June 19, 2019 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 2020, and

**Whereas** the Managing Board determined that for the year 2020 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 2020.

Adopted on June 19, 2019 at a duly called meeting of the LSWDD Managing Board, with a quorum present of the undersigned directors

**Idea Pot-**

**On Call Driver :** Do we need one? If so, employee or independent contractor?

**Material Hauling:**Should we be using our empty trucks returning to Lopez to haul material for hire ?

**Garbage Rates:** Skagit has increased it rates by 8.5%. We have never increased our rates.Should we consider this?

**Public Comments-** none

The meeting was adjourned at 2:15 pm. The next meeting will be on July17.

Respectfully submitted,

Larry Bailey, Secretary

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