

**MANAGING BOARD MEETING**  
**LOPEZ SOLID WASTE DISPOSAL DISTRICT**  
**Wednesday, January 22, 2020**

**Approved ( 2 / 20 /2020)**

**LOPEZ ISLAND FIRE HALL MEETING ROOM**

**1:00 PM to 3:00 PM**

Board members present: Clark Johnson, Clay Smith. and Larry Bailey. Others present: District Manager Laurie Bullock; Facility Manager David Zapalac; TIOLI Manager Nykyta Palmisani; SWAP Chair Kim Norton; and guest Linda Noreen.

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

**Clay moved to approve the minutes of the December 18 , 2019 Board meeting. The motion was approved unanimously.**

**STATUS REPORTS:**

**Finance.** Laurie reviewed the December financials. We were 22.7% above budgeted revenues for December and 11.9% above budgeted revenues for the year (\$45,239). December expenditures were 1.7% over budget and 4.2% over budget expenditures for the year (\$16,060). Our net income for 2019 was \$29,531.

**Investments**-We are holding \$230,000 in investments. At the end of December 2019, we had \$42,495 in our cash account; \$272,495 total. **Claims and Payroll**-LSWDD Claims 19054, 19055, 20001, 20002, 20003 and December Payroll were approved for payment.

**Solid Waste Alternatives Project (SWAP).** Kim reported the Blossum Bag Project was still going well, Calendar sales had gone well with 23 left to sell, SWAP was looking for storage space for materials for its projects and had added one Board Member and was looking for more.

**Solid Waste Advisory Committee (SWAC).** SWAC did not meet.

**STAFF REPORTS:**

**Facility Manager.** David reported that:New signs for the TIOLI loading zone area have been installed; Snow and wind have inconvenienced operations this past month but no closures due to weather occurred; This past month has also seen a slow down in volunteer attendance which is normal around the holidays. Red shifts were filled with the help of staff and additional emails for help from Carol and Nikyta; Gary has edited the website and the Recycle Guide to exclude the Commingled option and the few customers using it are being told at the Kiosk that the service will no longer be available;Many different recyclables were shipped to SRSR these past two months. Prices across the board for all materials are very low with the exception of battery lead and yellow brass.

**District Manager.** Laurie submitted the following **Resolution with regard to the 2020 QSEHRA FUND which after discussion was Moved and Passed Unanimously:**

LOPEZ SOLID WASTE DISPOSAL DISTRICT  
SAN JUAN COUNTY, WASHINGTON

RESOLUTION #2019-6 A RESOLUTION ADOPTING THE 2020  
BUDGET FOR FUND 6675

Whereas the Lopez Solid Waste Disposal District Managing Board held a duly called meeting after proper notice on January 22, 2020 to discuss adoption of its 2020 budget for Fund #6675.00 (the QSEHRA Fund), and

Now therefore be it resolved that the Lopez Solid Waste Disposal District Managing Board set the final budgets for the year 2020 as attached hereto and incorporated as if fully set forth.

2020 Fund Budget #6675.00 \$ 4067.00

Adopted this 22th day of January, 2020 at a duly called meeting of the LSWDD Managing Board, with a quorum present of the undersigned directors.

**Administrator-Yearly Bale.** The **2019** Annual Report from Skagit Recycling was reviewed.

**TEOC.**Nikyta reported:

Volunteers: 66% shifts filled. The winter has brought both lower volunteer rates and is less busy. But we are working to get all shifts covered and have new volunteers who we encourage to “Adopt a day” and pick up a weekly shift.

Training:

2 new volunteers trained in December, now totaling 20 new volunteers trained in 2019 !

Education:

- TEOC did in school teaching working with 4 th and 5 th grade classes in December:Upcycled Christmas ornaments using old puzzle pieces and teaching origami interested students how to upcycle old books to make interesting material for their origami.
- End of the year 2019 Thank you article published in the Islands Weekly.

## **OLD BUSINESS:**

**Revenue Stream Evaluation Update.** The issue is still being studied by the Committee.We are tracking what we are discarding from TIOLI and studying what else we can be tracking. The Board reviewed the Draft Garbage Tracking Reports(attached). Clark is looking for a Financial Dashboard to track garbage receipts,cost of transportation(fuel, ferry,etc),revenue by garbage ton,etc.The Board agreed that finding a solution is an urgent matter and Laurie agreed to try to have a report for the March Board Meeting.

**QSEHRA.** Laurie continues her research to find a replacement program and will meet with all employees to review options.The Board agreed that any solution should be as revenue neutral as possible so employees would not be penalized by the phase out of QSEHRA. Laurie will try to have a final solution to propose at the February Board meeting.

**Commingled Recycling.**The Commingled Recycling Station will be phased out as the County has no objection.

## **NEW BUSINESS :**

**Reserve Fund policy.** Larry reviewed the basic reasons and objectives for having a reserve fund policy and the generally accepted guidelines for establishing a policy. It was agreed that we should have a policy and that as a starting point we should be reserving 100% of the amount of our annual tax levy, plus a reserve to replace all of our vehicles

and equipment and a reserve for possible expansion of the Dump site, in an amount to be determined. Larry and David agreed to work together to develop a draft for the Board to review at the February Board Meeting.

**IDEA POT :**

**Rework Annual Budget/Levy Cycle Procedure-** Laurie and Clark will work on this and report back at the February Board Meeting

**Tioli Donations-** Kim and Nykita are working on this and will report back ASAP.

**Mission Statement-** Clay will work on this with the objective of having a “Strategic Vision” discussion at the March Board Meeting.

**Board Recruitment-** Possible candidates were discussed.

**PUBLIC COMMENT :**

Linda inquired about Mark Ingram and his new position in waste management at SJC.

The meeting was adjourned at 3:00 pm. The next meeting will be on February 18, 2020.

Respectfully submitted,

Larry Bailey, Secretary

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