

## Approved at the May 27, 2014 meeting

Flathead County Solid Waste District  
Board of Directors Meeting  
April 22, 2014 - 3:00 p.m.  
Landfill Office

### 1. Roll Call

Board Members present: Greg Acton, Chairman; Wayne Miller, Vice Chair; John Helton, Member at Large; Gary Krueger, County Commissioner; Susan Nicosia, City of Columbia Falls; Hank Olson, City of Kalispell and Alan Ruby, Member at Large.

Staff members present: Operations Manager Jim Chilton, Financial Technician Carol Norwood and Recording Secretary Deborah Morine.

Attendee: Mayre Flowers

### 2. Introductory Remarks from Chairman

Greg Acton thanked everyone for attending, welcomed back Hank Olson and noted that Public Works Director Dave Prunty was absent.

### 3. Comments from public

There were no comments.

### 4. Program Updates from Non-Profits

Mayre Flowers distributed an updated WasteNot brochure to the Board members. She apprised the Board that she will be putting together additional information on the Bioreactor Project to share with the Solid Waste Board as well as the Flathead Electric Board. She would like to continue to explore the process and move forward. Wayne Miller stated that the Board of Health deals with land application and said it defers the lead to Flathead Electric Co-op since it is gas generation. John Helton asked if any local organizations, such as Flathead Lakers, etc. have shown any interest in this process. Mayre said some have.

Mayre also stated that the WasteNot Project is doing their regular classroom presentations and will be reaching 2,800 students. She said the students were disappointed that the landfill tours have been discontinued. She also said that she has been working on simplifying the signs on the recycling bins with the Solid Waste staff and Valley Recycling. She also said that the Community Recycling bins are reserved for three events so far. She reiterated that acquiring volunteers to tend to the bins has been a challenge and she is looking into using Girl Scouts or other community organizations for assistance and possibly a stipend for their help.

Mayre also requested that the portion of her update from last month regarding the field trips for school groups at FVCC be clarified. FVCC schedules their field trips at the beginning of the school

year, therefore no tours at the FVCC learning center community garden could be scheduled for the school groups who would have usually taken a landfill tour.

5. Approval of the Board Meeting Minutes for April 1, 2014 – **Action Required**

**Wayne Miller moved to approve the minutes of April 1, 2014 with correction as noted by Mayre Flowers. Susan Nicosia seconded. Motion passed.**

6. Action Agenda

a. Fiscal Year 2014/2015 Budget for Solid Waste District and Junk Vehicle Program – **Action Required**

At the April 1<sup>st</sup> meeting staff presented the preliminary budget to the Board. The budget was then presented to the County Administrative Officer, Mike Pence and Finance Director, Sandy Carlson on April 10<sup>th</sup>. There have been a few modifications from that meeting. The major one is the elimination of the ARRA cost center where the costs were located for the Columbia Falls container site monitor and recycling services. This will now be part of the container site operations cost center. When the grant was received it was a requirement to track those costs separately. That is now no longer needed. They also required us to remove the requested 4.0 FTE for the container site monitor personnel. The request still stands but until the Commissioners agree we should not include the personnel costs in the preliminary budget.

Anticipated revenue for the District for solid waste operations is \$9,155,633, including a transfer of \$3,085,000 from the liner and land purchase trusts. Expenses total \$9,137,064, after transferring money (\$842,000) from the equipment replacement fund for anticipated purchases. The expense includes the following transfers to the operating trusts: \$600,000 for closure/post-closure, \$100,000 for lined cell expansion, and \$700,000 to the land purchase trust. There is also a transfer to the operating budget of \$2.5 million from the lined cell trust to pay for the construction this summer.

The Junk Vehicle Department is anticipating \$129,296 in revenue and \$129,296 in expenses. Any remaining funds from the current fiscal year in the JV Department are utilized to make up to the anticipated revenue and the remaining funds from the new fiscal year revenue are kept by the Department of Environmental Quality (DEQ). Staff reduced the FTE by 0.5 for this program this year due to the reduction in work. This employee is being utilized more in the solid waste operations.

**Hank Olson moved to recommend the Flathead County Commission approve the Fiscal Year 2014/15 budget as presented for the Solid Waste District and Junk Vehicle Department, including the request to add an additional 4.0 FTE for container site monitors. Alan Ruby seconded. Gary Krueger recused himself from the vote.**

7. Director's Report

a. Recycling Program and Infrastructure Improvements, Staffing of Container Sites

The contract for the recycling program at the container sites will expire on December 31, 2014. Staff has included the needed infrastructure expense in the preliminary budget to build three new recycling sites like at the Columbia Falls container site. Each site will include a 30 yd cardboard compacting unit, a storage cage for customers to place their cardboard, concrete pad and associated electrical upgrades, two 30 yd boxes for the other recyclable material (aluminum, tin, plastics, paper), and a shed for employee quarters and tool storage. It is staff's thought that these sites should be constructed at the Somers and Creston container sites and one at the landfill recycling area. All of these sites are owned by the County. This configuration will provide a drop off area for our customers along the highways as they travel about the valley. We included a map in your packet for your review.

The anticipated capital expense for the Somers and Creston site is \$195,012, including a 15% contingency. This also includes all the incidental equipment we have needed at the Columbia Falls site. The capital expense for the landfill cardboard compactor is anticipated at \$57,752, including a 15% contingency. We don't need all of the miscellaneous equipment at the landfill as compared to the container sites. The annual operating costs (includes personnel) for the Somers, Creston, Bigfork and Lakeside sites totals \$177,424. The needed personnel costs to staff the Somers and Creston sites are approximately \$125,000 annually (3.0 FTE). The fourth person we are requesting will be used as a floater between the Bigfork and Lakeside sites to begin the process of establishing the "rules and regulations" to gain some operational control. There is concern that if the attendants direct people away from Somers and Creston with their oversize material (couches, mattresses, construction debris, tires etc.) that now ends up in the metals recycling area, we will have a significant issue at Bigfork and Lakeside if we don't have an attendant there. Please remember that the expense for the personnel is not solely based upon the recycling program. There will be other benefits, such as a reduction in contractor usage; reduced metals pile contamination, an increase in metals volume generating revenue, etc., realized at the sites much like Columbia Falls with the staffing at that site.

Staff would value any input from the Board regarding the locations planned for the new sites, staffing issues or estimated expense for the program.

b. Revisions to the Strategic Report for the Flathead County Landfill

The task order for the revisions to the container site section in the District's Strategic Plan has been executed with SWT Engineering. Staff has been working with the consultants to organize the project kickoff meeting and public/stakeholders meeting outlined in task 1 of the Scope of Services. We will be coordinating this meeting with our pre-construction meeting for the liner project so we can cost effectively have the consultants travel here for the work.

Staff anticipates utilizing the 2<sup>nd</sup> floor conference room at the Earl Bennett Building for the stakeholders meeting. The week of May 12<sup>th</sup> or 19<sup>th</sup> is currently being discussed. We anticipate the meeting to last at a minimum three hours but it could very easily extend past that time.

We will be working on putting together the stakeholders group shortly. Staff preliminarily believes the following will receive a request to be at the table: the three private refuse hauling companies in the valley, Paul Mutascio from Bigfork, Dan Benesch from Lakeside, a representative of the Columbia Falls city council, Mayre Flowers from Citizens for a Better Flathead, Scott Mason from Hydrometrics, someone from either the Flathead Lakers or the Biological Station, both of which submitted letters to us early in the process with concerns about the consolidation, Greg Acton from the Solid Waste Board and Gary Krueger representing the Commissioners.

The times available for the 2<sup>nd</sup> floor conference room in the Earl Bennett Building in Kalispell are Wed, May 14<sup>th</sup> 8 a.m. to 3 p.m., Friday, May 16<sup>th</sup>, all day, Monday, May 19<sup>th</sup>, all day and Thursday, May 22<sup>nd</sup> all day. In discussions with the consultants we anticipated starting the meeting in the morning at 9 or 10 a.m., having a lunch break from noon to 1 p.m. and then finishing up. We are not sure about the duration of the meeting and much will depend on the amount of public comment we receive in the first part of the meeting. These dates are still preliminary and may need to be modified to meet as many people's schedules as possible.

*Jim updated the Board the meeting has been scheduled for May 29, 2014 at Heron Park. The facility can hold about 70 people. Lunch will be provided for those participating on the panel. Wayne Miller clarified that Greg Acton will be the representative from the Solid Waste Board. Susan Nicosia stated that Columbia Falls Mayor Don Barnhart is interested in attending the meeting. Discussions also included advertising the meeting.*

c. Refuse Operations

Operations proceeded well for the month. Tonnage/Volumes are shown below:

<u>March</u>	
Total MSW to landfill	6,976.88
Total Appliances Collected	416
Junk Vehicles Collected	0
Truck Trips to Container Sites	414
Refuse tons/trip	6.96

The District landfilled 9.8% more waste in March, 2014 as compared to March, 2013 and our refuse trucks hauled 0.1% more waste comparing the same time frame.

Gate revenue for fiscal year 2014 was projected at \$800,000. Through March we have received \$1,228,419.39 or 153.55% of revenue through 75% of the fiscal year. This increase in gate revenue is attributable to the Montana Department of Transportation project in Whitefish which generated a sizeable volume of contaminated soils brought to the landfill.

*Jim said he will go to Essex on Friday to see how much snow is left. Discussions regarding recommended hours of operation for the site will be brought to the Board next month. Wayne asked if there were any comments from local residents regarding the new Olney site. Jim said there have been no comments.*

d. Budget and Financials

Jim reviewed the budget and financials with the Board.

8. Comments from Board Members

Susan Nicosia asked about Xantarra's interest in glass recycling. Jim said he had met with their representative at the Columbia Falls site last week and explained that the District isn't interested in third party collection and sees operational issues with Solid Waste employees cleaning up and tending to the collection point. Jim encouraged them to look for a more neutral location.

Alan Ruby mentioned an article he had read in the Missoulian last week regarding glass recycling by Target and the frustrations caused by contaminating the commodity with trash.

John Helton agrees that there shouldn't be third party collection at the sites.

Hank Olson asked if the trees are still going to be planted along the highway this year. Jim said they are budgeted and will be planted in the fall. Hank Olson asked Gary if the County Commissioners could find insurance to cover liability and rethink that decision. Gary stated that isn't something that they are looking for.

Wayne Miller stated he is being criticized for "our" (Solid Waste Board) decision regarding eliminating the landfill tours. Gary stated that public tours of all county facilities have been eliminated, we're an industrial site. Hank stated that educating the kids is important. Gary stated the commissioners aren't going to reconsider at this time. Susan said it would be beneficial for the commissioners to write a letter to the Superintendent of Schools explaining the situation. Wayne agreed that the commissioners need to tell the schools that ALL county facilities fall under the no tour rule.

Wayne asked if there were any more needles found in the recycle bins. Jim said as far as he knows, there haven't been any needles found since changing the bin configuration.

9. Adjournment

**The meeting was adjourned at 4:15 p.m.**