

Minutes of Meeting
Solid Waste
April 6, 2020
9:30 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Solid Waste (SW) Director Cathy Mayer, SW Principal Planner Lauren Chaffin, SW Operations Manager John Phillips and Deputy Clerk Tina Ginorio. Commissioner Bill Brooks attended via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:30 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action Items):**

Solid Waste Continuity of Operations Plan (COOP)

Solid Waste (SW) Director Cathy Mayer reviewed the changes they had made to their operations to comply with social distancing and other pandemic-required recommendations.

Ms. Mayer reported that SW was making every effort to keep all their facilities running. She noted that they were asking the public to access only essential services: to eliminate unnecessary visits and to hold off on discarding large items like mattresses or yard waste. She said that Household Hazardous Waste service was going to be suspended for the month of April, as was acceptance of plastics and mixed paper for recycling. She stated that cardboard, newspapers, aluminum cans, used oil and batteries would still be accepted.

Ms. Mayer stated that they had stopped using drop-off cards, for the time being, for people who had free access to Solid Waste Services, since they could not be conveniently sanitized. She noted that customers who had charge accounts would still receive cards.

SW Principal Planner Lauren Chaffin remarked that they were considering eliminating penalties for late payment of bills for the next ninety days. She added that, if they became too low on staff, billing for commercial accounts might be delayed.

Review of FY21 Solid Waste Proposed Budget

Ms. Chaffin said that they were asking for an additional person, an Equipment Operator, under their "A" (Personnel) Budget. She noted that, as an Enterprise Fund, 100% of SW's personnel costs were reimbursed to the County's General Fund. She added that they planned to increase the compensation for Equipment Mechanic and were including their regular employee Christmas bonuses in their calculations. She said they were going to ask for an increase in the overtime allowance for the Prairie Transfer station and had adjusted their figures for the landfill overtime hours.

Ms. Chaffin said the “A” Budget FY21 request included a total increase of \$88,445.

Ms. Chaffin moved on to the Operations, or “B” Budget. She said their management staff had worked very hard and brought this in at a 1% increase, instead of the allowed 2%.

Ms. Chaffin reported they had much less planned for the “C” Budget, Capital Expenditures, for FY21. She stated they were asking to expand their video surveillance system to include the landfill, for about \$30,000. She said they would also request two additional transfer trailers for the Ramsey Transfer Station. She reviewed the amounts for additional facility improvement that they routinely set aside for repairs and replacements at both the Ramsey and the Prairie sites, the landfill and the rural systems.

Ms. Chaffin said they also would like to set aside funds to expand the “Z walls” at the Ramsey Transfer Station, to allow more space for recyclable metals.

Ms. Chaffin said they would like to get a used scissor lift and a new loader for the Prairie Transfer Station.

Ms. Chaffin moved on to the needs of the landfill and commented that they planned to rebuild a twenty year old D8 Bulldozer. She said they needed to purchase two generators for the landfill and a new Toxic Vapor Analyzer. In addition, she stated they would like to get a water cannon to go on top of the new water truck, to be used for fire control at the site.

Ms. Chaffin commented they had worked on presenting a balanced budget to the Board. She reminded the Commissioners that they had lowered some of their fees, which should result in an overall reduction of FY21 SW revenue by about \$500,000. She confirmed their fund balance was about \$31 million, which did not include the approximately \$9 million they had set aside for site closure costs.

Ms. Mayer commented that they planned to spend the fund balance down slowly, while retaining enough to ensure stability of their operation.

D. Public Comment (Discussion): This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 10:16 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
