

## Minutes for June 2019

### White River Alliance Solid Waste Board June 12, 2019

**Those in attendance** Moe Brigham, Grace Adams, Robert Young, Chet Brown, Judi Brigham, Joshua Powers

**Call to Order** 7:00pm

**Minutes for May 8, 2019** Moe moves to accept May minutes as written. Motion seconded by Joshua. Minutes approved by vote.

**Financial Report** There are two outstanding items on financials. One is \$14k owed by Casella on current account. Wesco(sp?) bill is paid off and their trucking account has been deleted. Debts are the lowest they've been since Chet started at the Transfer Station. The Post Office and Castings can only pay by credit card so those are being held up. Most outstanding debt will likely be gone soon. There is a preference to end billing for the Fiscal Year mid-month (June). "Cash customer" is just a placeholder in Nemric.

The Station is ahead of last month on the current budget sheet. Deposits from June 1-11 were over \$30k, and the total revenue went from \$830,000 to \$932,972 in one month. The Station is not always able to keep up with demand; a lot of people from Randolph and surrounding towns are still coming.

Casella's is doubling the cost per ton of recycling – going from \$48/ton to just under \$100/ton. The Station already absorbed that cost from the scale cost increase earlier this year. The increased scale cost generates \$25,000/yr from Casellas; they will now get \$14,000/yr extra from us (net profit for the Station). More people are coming still because the Bethel-Royalton Transfer Station is more convenient than other systems. For example, Able(sp?) is losing a lot of customers for being inconvenient.

Expenditures are over budget on many line items, but not by much. The report was run on June 12. Only 20 days left of the fiscal year. Over on SWIP compliance because of PFAO testing, which was a new and unexpected policy. They use PFOA to make the adhesive in duck tape, which caused the improper reading on the well that showed high PFOA amounts because there was duck tape on the head of the well. The well had to get re-tested, which was an unexpected added cost.

**Manager Report** Completed spring post-closure inspection with Johnson&Johnson. Balancing out to the good, haven't used any legal costs. More money is coming in on the sale of recyclable materials. Chet would like to sell the second truck that is aging at the Station.

**2018 Audit Report** The 2018 Audit is complete; Teresa and Chet signed off on the documents. Chet brought completed 2018 Audit and documentation for Board to sign off on. Question on balance sheet being submitted monthly. This is problematic because budget sheets are only valid for one day; payments and costs change so rapidly. Budget sheet is not itemized every month, but Chet prints out the balance status report every month for Board meeting. Chet disagrees with Auditor's suggestion to stop accepting cash and to accept coupons. Theresa is consistent with balance sheets despite what Audit suggests. Moe moves to sign off on scope of services audit report. Sandy seconds. Joe signs off on audit report.

**Applications (Bookkeeper/Admin. Assistant)** Chet is still advertising for open positions, and mainly needs a new hire for Saturdays. The Station is getting applicants that want to achieve the level of skill that Chet is hoping they already possess by the time they apply. Chet brought three applications for the Board to review. Instead of a bookkeeper position specifically, Chet is advertising more for a compliance position. Suggestion for Chet to add "oversees cash" under manager position. Administrative assistant is a new position. The new hire can work at extra desk in Chet's office. Suggestion for Chet to add "college education" under Manager job. What the Board is looking at is a job description, not qualifications. Board agrees that the current applicants do not seem qualified. Discussion on re-adjusting management structure. New hire will be a full-time job. Board agrees to start with manager job since it is more important to get the SWIP done. It is a priority to find someone who has compliance background.

**Other Business** None

**Landfill Closure** Will discuss next month.

Moe moves to close. Motion seconded by Joshua. Adjourned 8:34pm.