

TILLAMOOK COUNTY SOLID WASTE BUDGET COMMITTEE MEETING MINUTES
Wednesday, May 2, 2022

ANNUAL MEETING – NO AUDIO FILE AVAILABLE

BUDGET COMMITTEE PRESENT: Commissioner David Yamamoto; Commissioner Erin Skaar; Commissioner Mary Faith Bell; Kevin Stoecker.

BUDGET COMMITTEE MEMBERS ABSENT: Julian Macassey.

STAFF PRESENT: Shawn Blanchard, Treasurer; David McCall, Solid Waste Program Manager; Isabel Gilda, Executive Assistant

GUESTS:

1. Call to Order: Wednesday, May 2, 2022 at 11:06 a.m. by Commissioner Yamamoto via teleconference.
2. 13:25 Elect Chair
A motion was made by Commissioner Bell and seconded by Commissioner Skaar to elect Kevin Stoecker as Chair. The motion carried with four aye votes.
3. 13:47 Budget Summary/David McCall
24:47 Transfer Station Comments/Commissioner Yamamoto
4. 27:08 Public Input: There was none.
5. 25:23 Deliberation: There was none.
6. Approval of Budget
A motion was made by Commissioner Bell and seconded by Commissioner Skaar to approve the budgets for Solid Waste 410, Solid Waste Sinking 420, Solid Waste Post Closure Reserve 430, Solid Waste Department and a one dollar per month solid waste service fee for developed property. The motion carried with four aye votes. The budget was adopted as proposed.

There being no further business Chair Stoecker adjourned the meeting at 11:29 a.m.

AGENDA

TILLAMOOK COUNTY SOLID WASTE SERVICE DISTRICT BUDGET COMMITTEE MEETING

Virtual

May 2, 2022

11:00 a.m. – 12:00 p.m.

1. Call to Order
2. Elect Chair
3. Budget Summary – David McCall
4. Public Input
5. Deliberation
6. Approval of Budget and One Dollar (\$1.00) per month Solid Waste Service Fee for Developed Property

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Revenues

Fund: 410 Solid Waste

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Funding Source Code	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted	Department
Revenues										
0	0	0	4225		Federal Grants	0	0			
			4250		State Grants					Admin
0	0	7,500		44103310444N	DEQ MM Planning Grant/FYE 22	7,500	0			Admin
4,040	0	0			Coronavirus Relief Funds	0	0			Transf Stations
0	0	0	4290		Local/Community Funding	0	0			MTS Equip
145,533	161,325	160,000	4237		Solid Waste Surcharges	160,000	160,000			Transf Stations
2,598,421	3,028,485	3,200,000	4362		Solid Waste Fees	3,200,000	3,650,000			Transf Stations
239,836	243,061	235,000	4363		Service Charges	235,000	240,000			Admin
0	2,602	0	4670		Refunds & Reimbursements	0	0			Admin
138,556	88,962	85,500	4690		Miscellaneous	85,500	85,500			Admin
4,885	3,070	3,500	4699		Interest	3,500	3,500			Admin
3,131,272	3,527,503	3,691,500			Total Operating Revenue	3,691,500	4,139,000	0	0	
75,973	320,136	750,000	4000		Beginning Balance	750,000	750,000			Admin
75,973	320,136	750,000			Total Other Funding Sources	750,000	750,000	0	0	
3,207,244	3,847,639	4,441,500			Total Revenue	4,441,500	4,889,000	0	0	

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expense

Fund:	410 Solid Waste
Dept:	41001 Admin

FY 19-20	FY 20-21	FY 21-22	Acct No	Description	FTE	FY 22-23	FY 22-23	FY 22-23	FY 22-23
Actual	Actual	Adopted				Requested	Proposed	Approved	Adopted
Expenditures									
0	0	0	5100	Department Head	0.00	0	0		
76,857	77,925	128,500	5200	Management/Supervisory	2.00	136,900	136,900		
3,250	0	62,400	5300	Professional/Technical	1.50	62,400	62,400		
0	0	0	5400	Administrative/Clerical	0.00	0	0		
132,249	120,372	147,800	5500	Skilled, Service & Maintenance	5.00	204,500	204,000		
9,590	0	0	5600	Part-time Temporary	0.00	0	0		
1,609	1,464	3,000	5899	Overtime		4,000	4,000		
1,216	750	0	5896	Out of Class Pay		0	0		
5,791	1,367	5,100	5897	Leave Buyout		7,700	7,700		
		3,000	5750	AFSCME Incentive		3,500	3,000		
3.23	5.00	7.50		Total Full-time Equivalent		8.50	8.50	8.50	8.50
230,561	201,878	349,800		Total Salaries		419,000	418,000	0	0
17,162	14,877	27,900	5950	Employer's FICA		32,900	32,900		
8,637	8,372	15,200	5955	Workers Compensation		15,500	15,500		
0	0	0	5960	Unemployment		0	0		
52,325	45,507	138,700	5965	Health Insurance		170,000	169,000		
78,790	87,942	118,400	5970	Retirement		140,000	140,000		
6,080	7,880	10,500	5980	VEBA		11,900	12,000		
1,350	1,256	1,600	5990	Uniform Allowance		1,850	2,000		
394,905	367,713	662,100		Total Personal Services		791,150	789,400	0	0
0	0	500	6001	Office Supplies		500	500		
0	0	2,500	6004	Non-Capital Equipment		2,500	3,000		
804	669	3,000	6009	Computer Software & Licensing		3,000	3,000		
0	0	200	6011	Computer Supplies		200	200		
3,150	2,228	5,000	6030	Fuel		5,000	5,000		
1,160	428	1,000	6251	Uniforms & Safety Supplies		1,000	1,000		
688	741	1,000	7001	Printing & Advertising		1,000	1,000		
0	70	300	7003	Books & Publications		300	300		
81	58	300	7005	Postage & Shipping		300	300		
1,252	846	1,600	7007	Telephone		1,600	1,600		
0	156	0	7020	Insurance & Deductibles		0	0		
1,490	2,316	2,150	7050	Memberships & Dues		2,150	2,150		
389	335	2,500	7080	Travel/Training/Mileage		2,500	2,500		
7,049	7,199	12,500	7101	Professional Svcs		12,500	12,500		
2,007	2,652	6,500	7105	Contracted Services		6,500	5,000		
2,350	2,571	3,000	7110	Legal		3,000	3,000		
9	0	0	7450	R&M/Building & Grounds		0	0		
1,331	763	5,000	7603	R&M/Vehicles		5,000	5,000		
22	0	0	7605	R&M/Equipment		0	0		
0	30	0	7851	Recycling - Promotion		0	0		
0	0	500	7899	Misc Materials & Services		500	500		
57,800	86,540	66,590	8001	Indirect Cost Allocation		72,590	72,590		
8,135	10,347	14,500	8002	Intercounty/Insurance		14,500	14,500		
30,000	30,000	30,000	8004	Intercounty/Road Admin		30,000	30,000		
0	0	1,000	8007	Intercounty/IS Support		1,000	1,000		
117,717	147,948	159,640		Total Materials & Services		165,640	164,640	0	0
1,323	1,083	0	9020	Computers/Office Equipment		0	0		
500	0	60,000	9030	Vehicles		60,000	50,000		
1,823	1,083	60,000		Total Capital Outlay		60,000	50,000	0	0
100,000	100,000	107,500	9883	Transfer to SW Sinking		107,500	255,000		
0	0	0	9884	Transfer to Post Closure Reserve		0	0		
100,000	100,000	107,500		Total Transfers Out		107,500	255,000	0	0
320,136	569,595	500,000	9995	Unappropriated Ending Fund Bal		500,000	200,000		
320,136	569,595	500,000		Total Unappr Ending Fund Bal		500,000	200,000	0	0
934,581	1,186,339	1,489,240		Total Expenditures		1,624,290	1,459,040	0	0

Current OMB Uniform Guidance Indirect Cost Allocation \$72,591
Charged - \$72,590

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expense

Fund:	410 Solid Waste
Dept:	41002 Transfer Stations

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
Expenditures								
0	0	0			0	0	0	0
0	0	0			0	0	0	0
0	0	0			0	0	0	0
0	0	0			0	0	0	0
0	0	0			0	0	0	0
Total Salaries					0	0	0	0
0	0	0			0	0	0	0
0	0	0			0	0	0	0
0	0	0			0	0	0	0
Total Personal Services					0	0	0	0
1,355	303	0	6004	Non-Capital Equipment				
1,113	3,550	4,000	6005	Operating Supplies	4,000	7,500		
11,869	4,530	2,000	6009	Computer Software & Licensing	2,000	2,000		
832	2,096	3,500	6030	Fuel & Lubricants	3,500	3,500		
0	867	0	6251	Uniforms	0	0		
0	0	0	7001	Printing & Advertising	0	0		
1,560	1,992	2,200	7007	Telephone	2,200	2,200		
1,390	2,794	1,500	7012	Network Fees	1,500	3,500		
16,006	18,381	20,000	7013	Bank Fees	20,000	25,000		
2,013,988	2,315,396	2,437,960	7105	Contracted Services	2,437,960	2,775,000		
12,647	14,968	10,000	7205	Monitoring	10,000	10,000		
2,895	2,623	3,500	7410	Utilities	3,500	3,500		
28,780	51,560	85,000	7450	R&M/Buildings & Grounds	85,000	85,000		
25,405	72,239	21,500	7605	R&M/Equipment	21,500	40,000		
2,748	2,925	3,000	7650	Permit Fees	3,000	3,000		
0	60	0	7850	Hazardous Waste Day	0	0		
6,954	0	0	7880	Rebates & Refunds	0	0		
0	0	5,000	8010	Intercounty/Work Crew	5,000	5,000		
Total Materials & Services					2,599,160	2,965,200	0	0
0	0	0	9035	Machinery/Equipment	0	0	0	0
0	0	0	9040	Tillamook T.S.	0	0	0	0
0	0	0	9040	Manzanita T.S.	0	0	0	0
0	0	0	9040	Pacific City T.S.	0	0	0	0
Total Capital Outlay					0	0	0	0
0	0	100,000	9900	Operating Contingency	100,000	211,660		
Total Operating Contingency					100,000	211,660	0	0
Total Expenditures					2,699,160	3,176,860	0	0

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expense

Fund:	410 Solid Waste
Dept:	41003 Closed Landfill

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Description	FTE	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
Expenditures									
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0		Total Salaries		0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0		Total Personal Services		0	0	0	0
717	754	750	7007	Telephone		750	750		
312	1,012	500	7105	Contracted Services		500	500		
35,488	32,905	50,000	7205	Monitoring		50,000	50,000		
2,234	3,061	3,000	7410	Utilities		3,000	3,000		
117	0	10,000	7450	R&M/Buildings & Grounds		10,000	10,000		
1,697	2,473	10,000	7605	R&M/Equipment		10,000	10,000		
276	276	500	7650	Permit Fees		500	500		
0	0	0	7899	Misc Materials & Services		0	0		
2,668	2,660	3,000	8002	Intercounty/Insurance		3,000	3,000		
0		2,500	8010	Intercounty/Work Crew		2,500	2,500		
43,509	43,141	80,250		Total Materials & Services		80,250	80,250	0	0
0	0	20,000	9035	Machinery/Equipment		20,000	20,000		
0	0	0	9040	Buildings/Improvements		0	0		
0	0	20,000		Total Capital Outlay		20,000	20,000	0	0
0	0	0	9900	Operating Contingency		0	0	0	0
0	0	0		Total Contingency		0	0	0	0
43,509	43,141	100,250		Total Expenditures		100,250	100,250	0	0

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expense

Fund:	410 Solid Waste
Dept:	41004 RHC

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Description	FTE	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
Expenditures									
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
<hr/>						0	0	0	0
Total Salaries									
0	0	0				0	0	0	0
0	0	0				0	0	0	0
0	0	0				0	0	0	0
<hr/>						0	0	0	0
Total Personal Services									
0		0	6001	Office Supplies		0	0		
3	3	0	6005	Operating Supplies		0	0		
0	47	0	6030	Fuel & Lubrications		0	0		
688	713	750	7007	Telephone		750	750		
0	0	0	7080	Travel & Mileage		0	0		
0	230	0	7105	Contracted Services		0	0		
0	91	0	7110	Legal		0	0		
1,076	0	0	7205	Monitoring		0	0		
494	490	600	7410	Utilities		600	600		
340	0	1,500	7450	R&M/Building & Grounds		1,500	1,500		
3,400	1,258	5,000	7605	R&M/Equipment		5,000	5,000		
0	0	5,000	7835	Code Enforcement Program		5,000	5,000		
73,167	79,206	97,000	7850	Hazardous Waste Program		97,000	97,000		
22,348	41,298	40,000	7851	Recycling-Promotion		40,000	40,000		
96	540	3,000	7853	No-Charge Disposal		3,000	3,000		
0	0	0	8010	Intercounty/Work Crew		0	0		
0	0	0	8011	Intercounty/Code Enforcement		0	0		
<hr/>						152,850	152,850	0	0
Total Materials & Services									
0	0	0	9020	Computers/Office Equipment		0	0	0	0
0	0	0	9040	Buildings		0	0	0	0
0	0	0	9035	Machinery & Equipment		0	0	0	0
<hr/>						0	0	0	0
Total Capital Outlay									
<hr/>						152,850	152,850	0	0
<hr/>						152,850	152,850	0	0
Total Expenditures									
<hr/>						152,850	152,850	0	0
<hr/>						152,850	152,850	0	0

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Summary

Fund: 410 Solid Waste

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
394,905	367,713	662,100	Total Personal Services	791,150	789,400	0	0
2,390,380	2,809,248	2,991,900	Total Materials & Services	2,997,900	3,362,940	0	0
1,823	1,083	80,000	Total Capital Outlay	80,000	70,000	0	0
100,000	100,000	107,500	Total Transfers Out	107,500	255,000	0	0
0	0	100,000	Total Contingency	100,000	211,660	0	0
320,136	569,595	500,000	Total Unappr Ending Fund Balance	500,000	200,000	0	0
<u>3,207,244</u>	<u>3,847,639</u>	<u>4,441,500</u>	Solid Waste Fund Totals	<u>4,576,550</u>	<u>4,889,000</u>	<u>0</u>	<u>0</u>
3.23	5.00	7.50	Total FTE	8.50	8.50	8.50	8.50

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expenditures

Fund:	420 Solid Waste Sinking
Dept:	42000 Solid Waste Sinking

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
Expenditures								
0	0	0	6004	Non-Capital Equipment	0	0	0	0
0	0	0	7103	Consultant Engineering	0	0	0	0
0	0	0	7899	Misc. Materials & Services	0	0	0	0
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0	0	0	Total Materials & Services		0	0	0	0
<hr/>								
0	0	0	9015	Furniture/Fixtures	0	0		
0	0	0	9020	Computers/Office Equipment	0	0		
0	60,200	0	9035	Machinery/Equipment	0	0		
0	0	100,000	9040	Buildings & Improvements	100,000	100,000		
52,267	0	400,000	9040	Transfer Stations Capital Projects	400,000	400,000		
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52,267	60,200	500,000	Total Capital Outlay		500,000	500,000	0	0
<hr/>								
0	0	0	9800	Transfer to General Fund	0	0	0	0
0	0	0	9810	Transfer to Road Fund	0	0	0	0
<hr/>								
0	0	0	Total Transfers Out		0	0	0	0
<hr/>								
0	0	12,500	9900	Contingency	12,500	110,000		
<hr/>								
0	0	12,500	Total Contingency		12,500	110,000	0	0
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548,233	591,758	150,000	9995	Unappropriated Ending Fund Balance	150,000	200,000		
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548,233	591,758	150,000	Total Unappr Ending Fund Balance		150,000	200,000	0	0
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600,500	651,958	662,500	Total Expenditures		662,500	810,000	0	0
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Current OMB A-87 Indirect Cost Allocation \$126
Charged \$0

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Summary

Fund:	420 Solid Waste Sinking
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FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
0	0	0	Total Personal Services	0	0	0	0
0	0	0	Total Materials & Services	0	0	0	0
52,267	60,200	500,000	Total Capital Outlay	500,000	500,000	0	0
0	0	0	Total Transfers Out	0	0	0	0
0	0	12,500	Total Contingency	12,500	110,000	0	0
548,233	591,758	150,000	Total Unappr Ending Fund Balance	150,000	200,000	0	0
<u>600,500</u>	<u>651,958</u>	<u>662,500</u>	SW Sinking Fund Totals	<u>662,500</u>	<u>810,000</u>	<u>0</u>	<u>0</u>

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Revenues

Fund: 430 Solid Waste Post Closure Reserve

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct Nc	Funding Source Code	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted	Department
Revenues										
25,316	7,310	10,000	4699		Interest	10,000	10,000			
Total Operating Revenue						10,000	10,000	0	0	
1,037,729	1,063,044	1,070,000	4000		Beginning Balance	1,070,000	1,080,000			
0	0	0	4806		Transfer from Solid Waste	0	0			
Total Other Funding Sources						1,070,000	1,080,000	0	0	
Total Revenue						1,080,000	1,090,000	0	0	

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Expenditures

Fund:	430 SW Post Closure Reserve
Dept:	43000 SW Post Closure Reserve

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Acct No	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
Expenditures								
<u>0</u>	<u>0</u>	<u>0</u>		Total Materials & Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>		Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>		Total Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>	9900	Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>		Total Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>1,063,044</u>	<u>1,070,354</u>	<u>1,080,000</u>	9995	Unappropriated Ending Fund Balance	<u>1,080,000</u>	<u>1,090,000</u>		
<u>1,063,044</u>	<u>1,070,354</u>	<u>1,080,000</u>		Total Unappr Ending Fund Balance	<u>1,080,000</u>	<u>1,090,000</u>	<u>0</u>	<u>0</u>
<u>1,063,044</u>	<u>1,070,354</u>	<u>1,080,000</u>		Total Expenditures	<u>1,080,000</u>	<u>1,090,000</u>	<u>0</u>	<u>0</u>

Tillamook County
Statement of Budget
Fiscal Year July 1, 2022 - June 30, 2023
Summary

Fund: 430 SW Post Closure Reserve
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FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted	Description	FY 22-23 Requested	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
0	0	0	Total Personal Services	0	0	0	0
0	0	0	Total Materials & Services	0	0	0	0
0	0	0	Total Capital Outlay	0	0	0	0
0	0	0	Total Transfers Out	0	0	0	0
0	0	0	Total Contingency	0	0	0	0
1,063,044	1,070,354	1,080,000	Total Unappr Ending Fund Balance	1,080,000	1,090,000	0	0
<u>1,063,044</u>	<u>1,070,354</u>	<u>1,080,000</u>	SW Post Closure Res Fund Totals	<u>1,080,000</u>	<u>1,090,000</u>	<u>0</u>	<u>0</u>