

Valley County Refuse District #1
Board Meeting – Community Room
Valley County Courthouse
July 20, 2021 – 5:00 pm

MEMBERS PRESENT: Mary Armstrong, Paul Tweten, John Fahlgren

MEMBERS ABSENT:

OTHERS PRESENT: Darcia Schindler – Administrative Assistant, Brian Austin – Refuse District Manager, Rocky Thompson – T&R Trucking, Barry Damschen and Mary Louise Hendrickson from Barry Damschen Consulting, LLC

Chairman Paul Tweten called the meeting to order.

Chairman Tweten asked for public comment.

The June 15, 2021, meeting minutes were reviewed.

**Mary Armstrong moved to approve the June 15, 2021, minutes.
John Fahlgren seconded the motion. Motion carried.**

Claims were reviewed for June/July 2021.

**Mary Armstrong moved to approve the claims for June/July
2021. John Fahlgren seconded the motion. Motion carried.**

Finance Report

Unrestricted Cash as of 7/2021	- \$547,094.71
Accounts Payable as of 7/2021	- \$4,152.21
Accounts Receivables as of 7/2021	- \$24,987.46

NEW BUSINESS:

Chairman Tweten informed the Refuse Board that Administrative Assistant Darcia Schindler received a raise to bring her pay up to \$18.00 per hour starting July 18, 2021.

OLD BUSINESS

Barry Damschen introduced Mary Louise Hendrickson who will be doing the ground water and methane gas testing for Damschen Consulting, LLC.

Barry Damschen presented a CIP plan for the Valley County Refuse District, #1. Mr. Damschen suggested putting roughly \$63,000.00 in the capital improvement fund yearly for machinery. He also suggested starting a fund for the road.

Mr. Damschen presented a new report for assessments (see attached). Mr. Damschen suggested abandoning or significantly modifying the commercial schedule. The landfill has very close actual weights for commercial garbage and Mr. Damschen suggesting using those tonnages to come up with an assessment fee schedule. There would still need to be an assessment fee schedule figured out for RV parks, storage unit, schools etc. Mr. Damschen showed some examples. Mr. Damschen will wait to hear from the Refuse Board prior to doing anymore work on the assessments.

END OF OLD BUSINESS

REFUSE DISTRICT MANAGER REPORT - -

- ** Dirt work, compacting, picking up trash
- ** Front End Loader has a seal out. T&E is coming to look.
- ** Have rented a loader from Glasgow Rental.
- ** Have firetruck ready just in case.
- ** Had the scale looked at.

T&R REPORT - -

- Has been very busy.
- There was ½ deck put into the container at Fort Peck.

- Rocky would like a way to get pictures of containers sent to his cell phone to see how full containers are.

End of Report

OTHER BUSINESS

Refuse Manager Brian Austin mentions he would work on a job description for an operator position. He needs to replace Mark Arneson who retired in November.

Dept. of Labor and Industry did a surprise inspection in June with only minor compliance findings.

Chairman Tweten asked for public comment.

Mary Armstrong moved to adjourn the meeting

Meeting adjourned 6:50 PM



Paul Tweten, Chairman



Darcia Schindler, Secretary

Valley County Refuse District #1

Next meeting will be August 17, 2021, 5:00 PM

**Revised Draft Analysis
of
Assessments for
Valley County Solid Waste District**

July 20, 2021

**PREPARED BY:
BARRY DAMSCHEN CONSULTING, LLC
HELENA, MT**

Table 1
Valley County
Solid Waste Quantities
(Year 2020)

<u>Source</u>	<u>Tons per Year</u>
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Total Waste to Landfill	14,036
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Less Out of County and Non-Typical Waste:

Contaminated Soil	2,126
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Sewage Sludge	60
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T&R Res. Wolf Point	64
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T&R Res. Ft. Kipp	326
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Tires From out of County	25
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Phillips County	1,856
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Town of Jordan	367
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Subtotal	4,824
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Valley County	9,212
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Source (In County)

Tons per Year

T&R Collection	3,945
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T&R Containers	2,752
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Direct to Landfill (Contractors)	795
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Direct to Landfill (Others)	1,430
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Other Miscellaneous	290
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Total	9,212
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Table 2
Summary of Waste Generation in Valley County
(Tons per Year)

<u>Item</u>	<u>Residential</u>	<u>Commercial</u>	<u>Total</u>
<u>PAID THROUGH ASSESSMENTS</u>			
T & R Collection	1,855 ⁽¹⁾	2,090 ⁽¹⁾	3,945
T & R Containers	2,013 ⁽¹⁾	739 ⁽¹⁾	2,752
Subtotal	3,868	2,829	6,697
<u>DIRECT TO LANDFILL – PAID BY LANDFILL FEES ⁽²⁾</u>			
By Contractors	-	-	795
By Others	-	-	1,720
Subtotal	-	-	2,515
TOTAL	-	-	9,212

(1) Based on input from T& R Trucking (estimated).

(2) Records of residential versus commercial wastes are not available.

Table 3
Summary of Revenues
(2019-2020 Budget)

<u>Source</u>	<u>Annual Revenue</u>	<u>Revenue Per Ton</u>
<u>VALLEY COUNTY</u>		
Assessments	\$721,000	
Landfill Fees (Contractor)	\$25,000	
Landfill Fees (Other)	\$100,000	
Subtotal	\$846,000	\$92
<u>OUT OF COUNTY</u>		
Phillips County	\$70,000	
Town of Jordan	\$15,000	
Tribe	\$15,000	
Miscellaneous	\$27,000	
Subtotal	\$127,000	\$26
TOTAL	\$973,000	\$69 (Avg)

Table 4
Summary of Assessments

<u>Source</u>	<u>No. Establish.</u>	<u>Total Assess. Units</u>	<u>Annual Revenue</u>	<u>Annual Tons</u>	<u>Revenue Per Ton</u>
<u>Residential</u>					
Single Fam.	3,346	3,346	\$485,000	-	-
Multi Fam.	103 ⁽¹⁾	231	\$33,000	-	-
Subtotal	3,449	3,577	\$518,000	3,868	\$134
<u>Commercial</u>	301	1,397	\$203,000	2,829	\$72
TOTAL	3,750	4,974	\$721,000	6,697⁽²⁾	\$107 (Avg.)

(1) Includes subsidized housing in Glasgow.

(2) Assumes 2,515 tons are delivered directly to the landfill by contractors, businesses, and individuals and are not included in this table.

TONS PER HOUSEHOLD:

3,868 tons ÷ 3,577 H.H. Units = 1.08 Tons/HH

(Original estimate when District was created assumed 1.0 tons per household.)

Table 5
Summary of Expenses
(2019-2020 Budget)

<u>Item</u>	<u>Annual Cost</u>	<u>Cost Per Ton</u>
I. <u>Landfill</u>		
Labor	\$286,000	
Fuel & Tires	\$75,000	
Supplies	\$23,000	
Parts & Repairs	\$78,000	
Equipment	\$25,000	
Road Repairs	\$30,000	
Miscellaneous	\$41,000	
Subtotal	\$558,000	\$39.75 (14,036 Tons)
II. <u>Container System Costs</u>		
Subtotal	\$266,000	\$96.66 (2,752 Tons)
TOTAL	\$824,000	\$136.41

COST PER HOUSEHOLD (IN COUNTY):

$$\mathbf{\$136.41 \times 1.08 \text{ Tons/HH} = \$147.32}$$

ATTACHED WORK SHEET

PROPOSED UNIT ASSESSMENT CALCULATION

1) Assume 1 Household = 90 gallon container emptied once/week which is equivalent to 0.5 cubic yards/week.

2) Assume 1 Household generates 1.08 tons/year (see **Table 4**).

3) Based on this:

26 cubic yards/year = 1.08 tons (2,160 lbs)

2,160 lbs ÷ 26 CY = 83 lbs/CY

(Not 175 lbs/CY which was originally assumed)

4) Therefore, the recommended assessment would be:

1 unit = 1.08 Tons = 83 lbs/cy = 24 CY/Ton

(Not 11.41 CY/Ton which was originally assumed)

Note:

This assessment calculation does not include construction/demolition materials, tires and other bulky materials that are paid separately or free haul wastes that include metal, tree wastes, etc.

SUMMARY OF ANALYSIS TO DATE (July 20, 2021)

- The annual quantity of waste entering the landfill in 2020 was 14,036 tons of which 9,212 tons was typical solid waste generated in Valley County, which is 66% of the total. This total tonnage is approximately 20% higher than the average of the last six years which was approximately 11,200 tons. Prior to the last six years the average was approximately 14,000 tons.
- The revenue brought in was \$973,000 in 2019-2020 whereas the costs to operate the District was \$824,000 (17% more revenue than costs).
- The revenue attributed to the assessments on the taxes indicates that the revenue for residential assessments is \$134/ton whereas the revenue for the commercial establishments is \$72/ton or 53% of the residential assessments per ton. The average of all assessments is \$107 per ton.
- The average tonnage per household is estimated to be 1.08 tons. This compares to an estimate of 1.0 tons when the District was established. This does not include the waste hauled directly to the landfill by individuals or businesses or “free haul” wastes such as metal, tree wastes, etc.
- The cost per household, based on the 2019-2020 expense budget and using the 1.08 tons per household, is \$147.32. This would be the break-even fee per equivalent unit which is very close to the existing assessment of \$145/year.

**RECOMMENDATIONS TO CONSIDER FOR
AMENDING THE ASSESSMENT SCHEDULE**

1. Revise the equivalent unit from 1.0 tons to 1.08 tons. (This would be 1 equivalent residential unit).
2. Revise the commercial assessment schedule from 11.41 CY/Ton to 24 CY/Ton. This should be based on the capacity of the commercial establishments' containers and frequency of collection, not the actual volume collected since the containers are not weighed each time they are emptied.
3. Abandon or significantly modify the commercial schedule. The range within each tonnage category on the schedule is way too wide and also does not equate to the residential unit's volume. I recommend abandoning it and calculating each commercial establishment's fee using the criteria in item 1&2 above where at all possible. This would be the most equitable method.
4. If collection data is not available for some commercial establishments, develop a standard rate for like businesses (Example: for RV Parks; 1 unit per 5 spaces).
5. For very small businesses assign 1 unit (Example: 1 unit for small offices, beauty shops, etc.)
6. Once the new equivalent number of units for each commercial establishment are determined, add up the total number of equivalent units (households and commercials) and calculate the new base rate per equivalent unit (which will be the rate per household = 1 unit) by dividing the total annual revenue that is desired by the total number of equivalent units.

7. It is also recommended to assess all the government facilities (fishing access, campgrounds, government buildings, etc.) on the same cost/ton basis.

8. It is also recommended to consider increasing the drop fee at the landfill to \$40/ton (see **Table 5**).

ASSESSMENT SCHEDULE

11.41 CU YDS = 1 TON = *175/lbs/ty*
 \$145 PER UNIT PER YEAR = *1 TON*

BUSINESSES

TONNAGE UNITS

0-10	2
11-20	3
21-30	4
31-40	5
41-50	6
51-60	7
61-70	8
71-80	9
81-90	10
91-100	11
101-110	12
111-120	13
121-130	14
131-140	15
141-150	16
151-160	17
161-170	18
171-180	19
181-190	20
191-200	21
201-210	22
211-220	23
221-230	24
231-240	25
241--250	26
251-260	27
261--275	28
275-300	29
301-325	30
326-350	31

- CHURCHES - 1 UNIT
- PARSONAGE - UNIT
- HOSPITAL - (TONNAGE)
- MEDICAL CLINIC - (TONNAGE)
- NURSING HOME - (TONNAGE)
- RETIREMENT HOME - (TONNAGE)
- SCHOOLS - 1 UNIT PER. 25 STUDENTS
- ADMIN OFFICE - 2 UNITS
- BUS BURN - 2 UNITS
- SOCIAL CLUB - 1 UNIT
- TRAILER PARK - 2 UNITS
- DAYCARE - 2 UNITS

- RESIDENCE - 1 UNIT
- DUPLEX - 2 UNITS
- APARTMENT BLDG
 - 1 UNIT = 1 APT
 - 3/4 UNIT EA. ADD APT.
- MULTIPLE RESIDENCE
 - 1 UNIT PER DWELLING

RV PARK	UNITS
1 TO 5 SPACES	1
1 TO 15 SPACES	2
1 TO 25 SPACES	3
1 TO 35 SPACES	4
1 TO 45 SPACES	5
OVER 45	6

UPDATED RATE SCHEDULE EXAMPLEI. EXISTING RATE SCHEDULE

1 Residential unit = 1 TON = 11.41 cy = \$145/yr

COMMERCIAL

Assume you have 2-300 gallon containers/wk
which equates to 160 cy/yr

$160 \div 11.4 \text{ cy/TON} = 14 \text{ TONS}$

Look on the schedule \approx 3 units

$3 \text{ units} \times \$145/\text{unit} = \$435/\text{yr.}$

SO THE BUSINESS GENERATED 14 TIMES MORE WASTE
BUT ONLY PAID 3 TIMES AS MUCH IN FEES

II. PROPOSED NEW RATE SCHEDULERESIDENTIAL RATE:

1 Residential unit = 1.08 TONS (not 1.0)

THEREFORE: $\$145 \div 1.08 \text{ TONS} = \$134/\text{yr}$ compared to \$145

COMMERCIAL RATE:

Assume $160 \text{ cy/yr} \div 24 \text{ cy/TON} = 6.7 \text{ TONS/yr}$

$6.7 \text{ TONS/yr} \div 1.08 \text{ TONS/unit} = 6.2 \text{ UNITS}$

$6.2 \text{ units} \times \$134/\text{unit} = \$830/\text{yr.}$

SUMMARY:

- 1 HH would pay \$134/yr NOT \$145 (8% less)
- 1 Commercial Establish. with 2-300 gallon containers PER WK. (160 cy/yr) would pay \$830 VS \$435/yr

90% more