

DRAFT

**CHITTENDEN SOLID WASTE DISTRICT – Administrative Office
FINANCE COMMITTEE MINUTES
Zoom Meeting
Tuesday, February 1, 2023 – 5:00 p.m.**

FINANCE COMMITTEE PRESENT:
Other Board members present:

Leslie Nulty, Paul Stabler, Rick McCraw
Paul Ruess, Ken Spencer

CSWD STAFF PRESENT:

Nola Ricci, Sarah Reeves, Amy Jewell, Jen Holliday,
Josh Estey, Josh Tyler, Dan Goossen,

AGENDA ITEM:

1. Agenda
2. Public Comment Period
3. Consent Agenda Draft Minutes – January 24, 2023
4. Budget Revisions
 - a. FY 24 Self-funding Rollup
 - b. FY 24 Operations Rollup
 - c. FY 24 Administrative Rollup
5. *Executive Session – Added During Meeting*
6. Other Business
7. Adjourn

Leslie Nulty called the meeting to order at 5:02 p.m.

Agenda # 1. Change the Agenda to include an Executive Session to discuss contractual issues related to the MRF. Motion by P. Stabler, Second to R. McCraw to accept the revised Agenda. All Ayes. Motion Carried.

Agenda #2. Public Comment Period – No public in attendance

Agenda #3. Consent Agenda – Consent Agenda was accepted with a correction to the section regarding Paul Ruess commenting on the solid waste management fee. All Ayes, 01.24.23 minutes accepted with amendments.

Agenda #4.

A) FY 24 Self-funding Rollup – Brief discussion in which staff notes that no significant changes were made to this budget. Josh T. said that here is a change in the CPI calculation for Biosolids and that has been corrected. He noted it was a passthrough so doesn't affect the budget totals. No further discussion was held.

B) FY 24 Operations Rollup – L. Nulty asked if there were material changes from what was presented when the municipal budget. N. Ricci noted no material changes and clarified that any changes seen in the rollup today from the initial budget presentation were already discussed during each individual program budget discussion. For example, the ODF budget

seems very different to the initial presentation, but all changes made were noted in the Finance Committee's discussion of that budget.

J. Tyler noted that there is a change in the DOC Tipping fee, which is a result of a glitch in our software and is roughly \$100,000 too high. This will be corrected before presenting to the Board.

Discussion was held on the proposed increased bag fee presented in the budget, compared to raising the Solid Waste Management Fee. Additionally, supplementing a small increase of the bag fee with a raised SWMF rate was also discussed.

- Question on whether the proposed DOC bag fees cover the entire DOC budget, including all materials management and salaries and wages. J. Tyler answered that the bag fees would cover the DOC fees and would leave a small revenue for capital.
- Solid waste management fees associated with the DOC's historically were in place to cover special waste materials not covered by the haulers. This was done to not compete unfairly with the haulers by affecting the price of hauling trash.
- Staff noted that CSWD's most recent household survey showed that 22% of Chittenden County use the DOC's on a regular basis and 87% of Chittenden county residents use the DOC's for special wastes. There would be an option to leave bag fees and raise fees on these special materials.
- The Committee notes that if the solid waste management fee is increased that increase goes to the hauler, who would then most likely pass that cost onto their customers. Therefore, adjusting the cost of the SWMF would place more of a burden on community members that haul trash vs those that use the DOCs.
- Staff note that an increase in the SWM fee would be an ordinance changes.
- Clarification was offered in that a change in the solid waste management fee and bag pricing wouldn't change the total revenue but is rather a re-allocation of the tipping fees.
- An observation was made that it is less expensive to self-haul to a Drop-Off Center, even with gas and wear and tear on a vehicle. That may be an argument to raise the bag fees.
- Discussion was held on presenting two options for the Board to discuss during the budget approval process, or to acknowledge that staff has made a recommendation and provide information to the Board on why the alternative proposal is not being recommended at this time.
 - o That information to the Board should include a clear breakdown of the specific material costs that we provide versus the materials that haulers pick up curbside.
 - o J. Tyler did state that we have that information in our POS system but that staff are looking at further analysis for fee increases so we can have a better/truer cost.
 - o Noting difficulties in finding the true cost, J. Tyler noted that some materials are handled but then end up going through EPR or some are packaged up, brought to the Depot and are disposed through that program.
- Overall, the Committee recommended that staff presentation to the Full Board clearly show the implications of raising the solid waste management fee versus the proposed bag price increase and to include those specific material costs for special waste material not handled by haulers.

C.) FY 24 Administrative Rollup – No discussion was held.

Agenda #5. Executive Session

MOTION by Paul Stabler, Second by Rick McCraw, that the Finance Committee of the Chittenden Solid Waste District go into Executive Session to discuss contractual issues related to the MRF, where premature general public knowledge would clearly place the District, its member municipalities, and other public bodies or persons involved at a substantial disadvantage and to permit authorized staff, other invited interested parties, and the Solid Waste District attorney to be present for this session.

The Committee entered Executive Session at 5:50 p.m.

Motion by P. Stabler, Second by R. McCraw to adjourn Executive Session and reconvene the meeting. Motion Carried.

The meeting was reconvened at 6:43 p.m.

Agenda #6. Adjourn. Motion by P. Stabler, SECOND by R. McGraw to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 6:45 p.m.

Amy Jewell

I agree that this is an original copy of minutes and they have been approved by the Finance Committee at the meeting held via Zoom.

Amy Jewell, Secretary