

THEODORE J. VONK
Chairman

SHANA SHROLL
Vice Chairman

WILLIAM BYL
Secretary

DAVID GROENLEER
ROGER MORGAN
DAVE BULKOWSKI
RICHARD VANDER MOLEN

DOUGLAS G. WOOD
Director



Board of Public Works

AGENDA

September 4, 2014

8:30 AM

Earl G. Woodworth Building
Meeting Room Chambers
1500 Scribner Avenue NW
Grand Rapids, Michigan 49504

- I. Call to Order
- II. Public Comment
- III. Review and Approval of Minutes
- IV. Administration
 - A. Board Standing Rules
- V. Accounting & Finance
 - A. 2014 Budget Amendment
 - B. 2015 Accrual Basis Budget Adoption
- VI. Approval of Monetary Outlays
- VII. Director's Report
 - A. Dorr Township, Allegan County Property/Home Demolition
 - B. Caledonia Township/Recycle Drop off Center Request
 - C. Finance Director recruitment process update
 - D. WTE/Consumers Energy H-Line Replacement
 - E. Kentwood Landfill/Treatment Plant Pilot Study
 - F. Solid Waste Advisory Committee membership
 - G. Flu Shots
- VIII. Miscellaneous
 - A. BPW Personnel Committee Meeting
- IX. Adjournment



KENT COUNTY BOARD OF PUBLIC WORKS

**August 7, 2014
8:30 AM**

**Earl G. Woodworth Building
Meeting Room Chambers
1500 Scribner Avenue NW
Grand Rapids, Michigan 49504**

MEMBERS PRESENT: Commissioners, Vonk, VanderMolen, Morgan Groenleer, Shroll, Byl

ABSENT: Commissioner Bulkowski

OTHERS PRESENT: Douglas G. Wood, Director; Dar Baas, Solid Waste Division Director; Dan Kendall, Finance Division Director; Elissa Soto, Office Manager; Molly Sherwood, Environmental Compliance Manager; Kristen Wieland, Resource Recovery & Recycling Manager; Becky Dyer, Financial Analyst; Cal Brinks, Purchasing Division; Linda Howell, Kent County Assistant Corporate Counsel; Dan Dewitt, Warner Norcross & Judd

I. Call to Order

Chair Vonk called the meeting to order at 8:30 a.m.

Chair Vonk proposed a change in the agenda. He requested that item V-A. Solid Waste Ordinance Review be moved to the end of the Agenda. All members of the Board agreed.

II. Public Comment

None

III. Review and Approval of Minutes

MOTION

It was moved by Commissioner Byl and supported by Commissioner Morgan to approve the minutes from the June 5, 2014 meeting.

Motion carried unanimously.

IV. Administration

A. Donald Gillesse, Transfer Station Operator 30-Year Service Recognition

Director Wood introduced Mr. Gillesse (Gilly) who has been with the Department for 14 years and with the County a total of 30 years.

Chair Vonk thanked Gilly for his years of service and his dedication to the County.

B. BPW Standing Rules

Staff requested the review and adoption of Board of Public Works Standing Rules. Chair Vonk requested a review of Board of Public Works Standing Rules. Staff researched Department archives and did not locate any standing rules. Linda Howell, Assistant Corporate Counsel prepared a draft of Standing Rules for consideration and adoption by the Board.

Chair Vonk shared Commissioner Bulkowski's request to table this item because he was unable to attend this meeting and has some questions.

MOTION

It was moved by Commissioner Vonk and supported by Commissioner Shroll to table the review and approval of the DPW Board Standing Rules until the next BPW meeting on September 4, 2014.

Motioned carried with the following vote:

YEAS: Commissioners Vonk, Shroll, VanderMolen, Groenleer

NAYS: Commissioner Morgan

ABSENT: Commissioner Byl, Bulkowski

V. Solid Waste Operations

A. Solid Waste Ordinance

To approve and recommend to the Kent County Board of Commissioners, a Solid Waste Management Ordinance to license waste companies, fund long term legacy costs associated with closed landfills and fund household hazardous waste.

Director Wood gave a PowerPoint presentation of the proposed ordinance. Highlights are below:

- In the early 70's, the County, through its Department of Public Works took over the operation and closure of the existing Kentwood & Sparta landfills and additionally opened and operated the North Kent Landfill during a time when multiple township dumps were being closed.
- The closed landfills have legacy costs and the DPW is required by the MDEQ and through consent agreements with USEPA to manage facility upkeep, monitor groundwater, landfill gas generation, and mitigate historic site contamination.
- Perpetual care funds for these legacy costs are not sufficient to manage the long-term liability.
- The DPW also operates a Household Hazardous Waste Collection (HHW) program for all Kent County residents that benefits both County and out-of-county landfill operations.

- The DPW went through a process with the Solid Waste Plan Committee to look at funding options and use a Solid Waste Management Ordinance to fund legacy costs and HHW. The Solid Waste Plan was amended and approved by the Board of Commissioners and Department of Environmental Quality.
- The surcharge of \$.25 per month for residential customers and \$.22 per cubic yard for commercial waste will provide a projected \$1.45 million annually and is expected to provide necessary funding through 2040. The surcharge amount will be reevaluated every two years.

Director Wood also introduced Dan Dewitt of Warner Norcross & Judd who walked board members through the Ordinance included in the BPW Agenda.

Director Wood added that the Ordinance was presented by the hauling community as an alternative to flow control.

Commissioner Morgan asked what sort of action would be taken against residents who refuse to pay the surcharge. Mr. Wood stated that staff would evaluate the number of residents and the dollar amount owed first and determine whether it is economically feasible to pursue further action. Mr. Dewitt stated that the Ordinance states that the Department can collect using whatever methods necessary. The ordinance also lists fines charged for those who do not pay the surcharge which will likely deter residents from defaulting.

Commissioner Shroll asked about item 5.3 and why there was no application fee listed and how the application fees would be utilized. Mr. Wood stated that monies generated from the application fees would go directly toward administration expenses including the necessary software to administer the program.

Commissioner Groenleer asked whether haulers outside the County would need to be licensed. Mr. Wood stated that only haulers collecting Kent County generated waste would need to be licensed.

Commissioner Morgan ask about item 5.5 Refusal to License, Suspension or Revocation of License and asked where there were any steps before a hauler's license would be revoked. Mr. Dewitt stated that there would be a number of steps before a hauler got to that point.

Commissioner VanderMolen recommended that the hauler licensing renewal period be changed from annually to every three years. He also asked whether the Department should compensate the haulers for issuing the surcharge to its customers. Director Wood stated that changing the renewal term could be done. He also stated that the addition of a surcharge to a haulers system is nothing new to them because their current billing systems are designed to support these types of additions.

Commissioner Byl asked whether staff felt there was unanimity with the hauler community given the opposition in the past. Ms. Howell responded that there was a letter received from the Waste Hauler’s Association expressing concerns. This letter was and it has been reviewed by legal counsel and the answer to their questions and concerns are worked into the ordinance.

MOTION

It was moved by Commissioner Byl and seconded by Commissioner Morgan to approve and recommend to the Kent County Board of Commissioners, a Solid Waste Management Ordinance to license waste companies, fund long term legacy costs associated with closed landfills and fund household hazardous waste.

Motion carried unanimously.

VI. Resource Recovery and Recycling Operations

A. MRF Forklift

Staff requested approval of the purchase of a new forklift for use at the Recycling Center. Bids for a new forklift were solicited on July 9, 2014 by the Purchasing Department. Three bids were received and evaluated.

The Department has an approved 2014 Capital Improvement Project for the purchase of a new forklift for the Recycling Center. Staff prepared bid specifications and Purchasing issued a Request for Bids. Three bids were received and evaluated and staff recommend approval of a contract with Alta Equipment Company (low bid) in the amount of \$36,400 for a Yale Veracitor Pneumatic Tire Forklift Model GP070VX.

Because of the lifting requirements at the Recycling Center, the bid was for a forklift with a greater lifting capacity (7,000 pounds instead of the 5,000 pounds previously specified.)

Kent County Purchasing Division

Bid/RFP/RFQ: 1349 Tabulation Sheet

Description: Pneumatic Tire Lift Truck

Date: 7/9/2014

<i>Respondent</i>	<i>Amount*</i>	<i>Alternate</i>
Alta Equipment Company	\$36,400.00	<input type="checkbox"/>
Morrison Industrial Equipment Co.	\$37,737.00	<input type="checkbox"/>
Hull Lift Truck	\$49,887.00	<input type="checkbox"/>

MOTION

It was moved by Commissioner Groenleer and supported by Commissioner Morgan to approve the purchase of a Yale Veracitor Pneumatic Tire Forklift Model GP070VX from Alta Equipment in the amount of \$36,400.

Motion carried unanimously.

VII. Accounting & Finance

A. Financial Reserves/Balance Sheet

Mr. Kendall reviewed the Department’s financial reserves with the Board. The Board received a copy of the internal year-end report of the Department of Public Works for 2013.

In addition to that report are separate Balance Sheets for the Waste-to-Energy and the remaining Solid Waste Operations. They are marked and referenced with Cash and Retained Earnings that are reserved and/or set aside for specific purposes.

This is done to show assets, such as cash, that has been “spoken for”. It also indicates assets that will be using up current retained earnings as they are used, e.g., fixed assets and cell inventories.

On the Waste-to-Energy Balance Sheet, in the Assets section, there are Restricted Assets, made up of cash, that are Restricted in the Retained Earnings section for a like amount. They amount to reserves of cash to meet upcoming needs: Operating Reserve, Capital Improvement Reserve, Insurance Deductible Reserve and Bad Debt Reserve. In addition, the Retained Earnings that are not reserved are offset by Net Fixed Assets. This means they are not spendable Retained Earnings.

The remaining Solid Waste Funds has similar reserves plus GASB 18 Reserve, Kentwood Landfill, and various perpetual care reserves. These fund liabilities or are Restricted Retained Earnings.

VIII. Approval of Monetary Outlays

MOTION

It was moved by Commissioner Byl and supported by Commissioner VanderMolen to approve the monetary outlays from July and August 2014.

Motion carried unanimously.

IX. Director’s Report

A. Finance and Accounting Director Retirement

Director Wood notified the Board that Dan Kendall, Finance Division Director would be retiring on September 30, 2014.

B. Dorr Township, Allegan County Property-Tree Farm

Director Wood reported that a number of the trees on this property have been donated to the Parks Department and also to the City of Kentwood in light of the recent storm in the area.

C. Solid Waste Division Director

Director Wood introduced Dar Baas who replaced Dennis Kmiecik.

X. Miscellaneous

None

XI. Adjournment

The meeting was adjourned at 9:45 a.m.

MEETING DATE: **August 7, 2014**

AGENDA ITEM#: IV – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: Board Standing Rules

DIVISION: Administration

PREPARED BY: Douglas Wood and Linda Howell

ACTION REQUESTED:

Review and adoption of Board of Public Works Standing Rules.

SUMMARY OF REQUEST:

Board Chair Vonk requested a review of Board of Public Works Standing Rules. Staff researched Department archives and did not locate any standing rules. Linda Howell, Assistant Corporate Counsel prepared a draft of Standing Rules for consideration and adoption by the Board.

SUGGESTED MOTION:

It was moved by _____ and seconded by _____ to adopt Board of Public Works Standing Rules.

ATTACHMENTS:

Draft Standing Rules

GOVERNING/ADVISORY BOARD APPROVAL DATE: August 7, 2014

DEPARTMENT DIRECTOR: *Douglas L. Wood*

DEPARTMENT OF PUBLIC WORKS BOARD

STANDING RULES

Adopted _____, 2014

Rule I
ORGANIZATION

Section 1.1 -- The Board.

The board consists of seven members, one (1) of whom serves by virtue of office (the Drain Commissioner), and six (6) of whom are appointed by a majority of the members elect of the Board of Commissioners.

Appointments to fill expired terms or vacancies for the six board-appointed members shall be made according to the following procedures: five (5) of the six (6) shall be County Commissioners; two (2) shall represent a portion of the City of Grand Rapids (with consideration given to nominations which may be submitted by the Grand Rapids Mayor and City Commission); one (1) shall represent Kent County townships (with consideration given to nominations which may be submitted by the Kent County Chapter of the Michigan Township Association); one (1) shall represent the cities of Walker, Kentwood, East Grand Rapids, Wyoming, Grandville, Cedar Springs, Lowell, and Rockford (with consideration given to nominations which may be submitted by those cities); one (1) shall be appointed for at-large representation; one (1) member may be a Kent County Road Commissioner, a resident of Kent County representing the business community, or a Kent County Commissioner. A business community representative shall not be appointed to the board if a conflict of interest exists between the individual's primary business and the work of the Board of Public Works. All nominations shall be furnished to the Board of Commissioners within 30 days after the date of the Board's written notice requesting such nominations. The Board shall give due consideration to such nominations but shall not be bound by the nominations. The term of office on the board shall automatically terminate whenever a Commissioner member is no longer a member of the Board of Commissioners and a successor has been appointed. Members serve for a term of three (3) years, and receive such compensation for their services as is determined by the Board of Commissioners.

Section 1.2 -- Enabling Legislation.

The Board of Public Works exercises all the powers, duties and authority as provided to it by Act 185 of the Public Acts of 1957 (MCLA § 123.731 et seq.), as amended, and pursuant to the rules and regulations of the Kent County Board of Commissioners.

Section 1.3 -- Powers, Authority and Duties.

The Board shall have the powers, authority and duties specified in Act 185 of the Public Acts of 1957, as amended, and pursuant thereto shall:

- (a) Operate, maintain, equip, improve and enlarge the facilities listed on Exhibit A and appurtenances (the "DPW Facilities").

(b) Employ a full-time Director, who shall be responsible for the day-to-day administration of the DPW Facilities in accordance with the policies established by the Board.

(c) Adopt and amend all rules and regulations for the Board for the management, governance and use of DPW Facilities, provide penalties for the violation of such rules and regulations and appoint DPW officials or agents to enforce them as allowed by law.

(d) Determine the charges and rentals for the use of any DPW Facilities or services, and the terms and conditions under which such facilities may be used, and the charges for any of the services.

(e) Adopt and amend rules and regulations reasonably designed to protect and safeguard the public upon DPW Facilities, provided such rules and regulations are consistent with and conform to the laws of Michigan.

(f) Investigate methods of improving DPW Facilities and the services provided thereon.

(g) Adopts an annual operating budget showing the amounts required for the operation and maintenance of the DPW Facilities and an annual capital budget showing the amounts required for facility improvements and equipment needs for submission to the County Board of Commissioners.

(h) Enter into such contracts as may be necessary to carry out the above powers and duties and in general to have all powers necessarily incidental to the exercise of the general and special powers set forth herein and by statute.

Section 1.4 -- Special Advisors to the Board.

The Board may, at its discretion, employ or retain special advisors to assist Board members in carrying out their duties. The advisors may consist of, but are not limited to, attorneys, engineers and other consultants. These advisors shall be compensated for their professional services at rates to be determined by the Board within county contracting and purchasing guidelines. The Board shall determine their term as special advisors to the Board. These special advisors shall have no vote on the Board.

Rule II
CHAIR, VICE-CHAIR AND SECRETARY

Section 2.1 -- Chair of the Board.

It shall be the duty of the Chair to preside at all meetings of the Board, to preserve order and to decide all questions of order subject to appeal to the Board. It shall be the duty of the Chair to appoint members to all Standing Committees and all Advisory Committees, and in the event of a vacancy on any Committee, the Chair shall appoint a member to fill the vacancy and,

if necessary, re-designate the Chair of the Committee involved. It shall be the duty of the Chair, acting in his or her legitimate leadership role, to interpret the goals and policies of the Board to the public, the Department of Public Works, the Judiciary and elected officials, to the best of his or her understanding. The Chair shall be elected to a term of one (1) year, expiring on December 31.

At meetings of the Board, the Chair may speak in informal discussions and debate and vote on all questions except on an appeal from his or her own decision.

The Chair may serve as an ex-officio member of all Committees. The Chair shall not have a vote except in the absence of a regular member of a Committee, in which event, the Chair may serve as an alternate and participate and vote on all matters.

Section 2.2 -- Succession to Chair.

In the event of temporary absence from meetings of the Board, the Vice-Chair of the Board shall succeed the Chair on a temporary basis. The powers of the Vice-Chair shall be limited to those normally exercised by the Chair in conducting the meetings of the Board. In the event of resignation or permanent absence of the Chair, the Vice-Chair will assume the duties as Chair with all powers as Chair until a Chair is elected at the next regular meeting. The Vice-Chair shall be elected to a term of one (1) year, expiring on December 31.

Section 2.3 -- Secretary to the Board.

The duties of Secretary to the Board shall normally consist of the preparation of official correspondence of the Board, the responsibility for the recording of all Regular and Special meetings of the Board and meetings of the Standing Committees, and the preparation and correction of the minutes of such meetings, and presentation of monetary outlays to the Board for the Board's approval. The Secretary shall have the privilege of voting. The Secretary shall be charged with the responsibility of maintaining an official copy of all minutes. The Secretary shall also maintain the correspondence files of the Board.

The Director of the Department of Public Works, or designee, shall be the deputy secretary and shall assist the Secretary in the preparation of official correspondence; meeting agendas, minutes, and recorded votes; and such other documents as the Secretary shall assign or direct.

Rule III
COMPENSATION

Section 3.1 -- Compensation of Board Members.

Members of the Board shall not be paid for attending meetings unless the Kent County Board of Commissioners specifically instructs that such payments be made. Members shall be reimbursed for mileage to and from any meeting and/or other business expenses in accordance with the County Employee Business Expense Policy.

Rule IV
STANDING COMMITTEES AND RESPONSIBILITIES

Section 4.1 -- Standing Committees.

There shall be established the Standing Committees specified in Sections 4.2 and 4.3 which shall consist of three (3) Board Members, other than the Chair. The committees shall be appointed by the Chair. All committees shall be advisory only and no decision or action may be taken with respect to a matter on which a vote of the Board is required to be taken; however, in keeping with the spirit of the Open Meetings Act, all Standing Committee meetings shall be posted as public meetings.

Section 4.2 -- Solid Waste Planning Committee.

The duties of this committee are to investigate, study and make recommendations to the Board concerning all matters having to do with solid waste planning as set forth by statute, MCL 324.11534, including recommendations to the Board concerning the Kent County Solid Waste Management Plan, ordinances, rules and regulations, and rates and fee setting. The committee shall regularly report to the Board regarding its activities and recommendations.

Section 4.3 -- Waste-To-Energy Advisory Committee.

The duties of this committee are to investigate, study and make recommendations to the Board concerning tipping fees at the Waste-To-Energy Facility.

The committee shall regularly report to the Board regarding its activities and recommendations.

Rule V
ADVISORY COMMITTEES OF THE BOARD

Section 5.1 -- Advisory Committees.

Advisory Committees may be created from time to time as their need arises in the process of advising the Board. Such committees shall be designated by name and function by the Chair and shall remain in existence for the term determined by the Chair at the time of its

formation, but not to exceed December 31 in the year of appointment. The Chair shall appoint members of such committees.

Rule VI

MEETINGS OF THE BOARD AND STANDING COMMITTEES

Section 6.1 -- Organizational and Regular Meetings of the Board.

As soon as practical after the first meeting of the Board of County Commissioners each year, the Board shall hold its annual organizational meeting for the purpose of electing from its own members a Chair and Vice-Chair, adopting the Board's meeting calendar, and such other business as is necessary to the organization of the Board.

The Board shall hold Regular Meetings at such times and places as established by the Board at the first meeting of the Board each year or as otherwise established by the Board from time to time.

Section 6.2 -- Special and Emergency Meetings of the Board.

The Board may hold Special Meetings as the business of the Department may demand. The Chair of the Board shall call such Special Meetings within the requirements of the Open Meetings Act.

Meetings of the Board to deal with a bona fide emergency may be held as necessary at the call of the Chair or the Director, with reasonable notice (and as required by the Michigan Open Meetings Act, as amended), as long as the action taken at the meeting is subsequently ratified by the Board at a regularly scheduled public meeting. However, no approval of the Board's annual budget may be granted at an emergency meeting.

Section 6.3 -- Notification of Meetings.

It is the duty of the Secretary to the Board to notify all Board members, special advisors and others, as applicable, of the time and place of meetings of the Board. Such notification shall be made at least three (3) days prior to a Regular Meeting and one (1) day prior to a Special Meeting and may be made in such manner as the Director shall determine.

The Secretary to the Board shall notify members of Standing Committees of the time and place of meetings of Standing Committees at least three (3) days prior to a Standing Committee meeting.

Public notices of all Board meetings and meetings of Standing Committees shall be given as required by Act No. 267 of the Public Acts of 1976, being MCL 15.261 et seq., as amended (the "Open Meetings Act").

Section 6.4 -- Minutes of Meetings.

It is the responsibility of the Secretary to the Board to make a record of the proceedings of all Regular and Special Meetings of the Board and meetings of Standing Committees. The Secretary shall also be responsible for the preparation, from such records, of minutes of all such meetings. The Secretary shall distribute copies of such minutes in the following manner:

(a) Regular Meetings: Minutes of Regular Meetings of the Board shall be distributed to members and designated parties.

(b) Special Meetings: Minutes of Special Meetings of the Board shall be distributed to members and designated parties at least 2 days prior to the next following Regular Meeting except when such Special Meeting precedes the Regular Meeting by less than three (3) days. In such case, the minutes shall be in the hands of members and designated parties at the opening of the Regular Meeting.

(c) Standing Committees: Minutes of meetings by Standing Committees shall be distributed to members prior to the next meeting.

Section 6.5 -- Open Meetings Act.

The business of the Board and its Standing Committees shall be conducted as public meetings held in compliance with the Open Meetings Act. Notice of the time, date and place of meetings of the Board and its Standing Committees shall be given in the manner provided by the Open Meetings Act. The Board and its Standing Committees may hold closed sessions only as authorized by Section 8 of the Open Meetings Act.

Section 6.6 -- Public Comment at Meetings.

Any person shall be permitted to address a meeting of the Board or a Standing Committee. Public comment shall be relevant and germane to the business and functions of the Board. Public comment shall be carried out in accordance with the following procedures:

(a) Members of the public may comment only during the period of the Order of Business designated for Public Comment. Public Comment shall not be in order except during the designated time on the agenda. Specific answers to a citizen's questions will not be given by the Chair at the time but shall be referred to the Director or other appropriate person for later response;

(b) No person shall be allowed to speak more than once on the same matter. Persons purporting to speak to the same general subject matter in his and her personal and representative capacities shall be recognized only once;

(c) To ensure that all private citizens who wish to speak may do so, and so as not to prolong the conduct of official business, such public comments shall be limited to five (5)

minutes per person. Any group or organization wishing to address the Board through a designated spokesperson shall be granted five (5) minutes.

Rule VII
RULES OF PROCEDURE OF THE BOARD

Section 7.1 -- Quorum.

A majority of the members of the Board appointed and serving shall constitute a quorum for the transaction of business of the Board, but a smaller number may adjourn the meeting. A vacancy in office shall not count toward a quorum.

Section 7.2 -- Order of Business.

The following shall be the order of business at all meetings of the Board:

- (a) Call to Order
- (b) Roll Call
- (c) Approval of the Agenda
- (d) Approval of the Minutes of the Preceding Meeting
- (e) Public Comment
- (f) Special Order of Business
- (g) Old Business
- (h) New Business
- (i) Reports
- (j) Approval of Monetary Outlays
- (k) Other Business
- (l) Adjournment

Section 7.3 -- Majority Vote.

As required by statute, MCL 123.734, matters shall be decided by a majority of the entire Board appointed and serving.

Section 7.4 -- Method of Voting.

The following measures shall be voted on by roll call vote:

- (a) Motion to go into/come out of closed session.
- (b) Election of the Chair and Vice-Chair.
- (c) Any other measure when a roll call shall be required by statute or as called for by a member of the Board.

All other questions shall be voted on by voice vote. If a member of the Board present does not respond to the call for the voice vote, his or her vote shall be recorded as an affirmative vote, unless good cause is shown for abstaining.

Section 7.5 -- Rights and Duties of Members

- (a) When a member wishes to speak, the member shall address the Chair.
- (b) No member shall speak more than twice on the same question nor more than five (5) minutes on each occasion, without permission of the Chair.
- (c) When two (2) or more members address the Chair at the same time, the Chair shall designate who is to speak first.
- (d) When a member is speaking on any question before the Board, the member shall not be interrupted except to be called to order.
- (e) When a member is called to order, the member shall immediately cease speaking. The Board, if appealed to, shall decide the matter. If there is no appeal, the ruling of the Chair shall be final.
- (f) When a member is commenting on a question before the Board, the member cannot conclude his/her comments by moving the previous question.
- (g) The Chair shall vote on all questions except on an appeal from his or her own decision.

Section 7.6 -- Reports.

Reports of committees or individuals shall either be made orally or in writing. Members of committees not concurring in the report of the committee may make a minority report in a similar manner.

Section 7.7 -- Motion to Adjourn.

A motion to adjourn shall always be in order, except when a vote is being taken on any question before the Board, or when a member has the floor, provided that there shall be some intervening business proposed and determined between two (2) motions to adjourn.

Section 7.8 -- Documents.

The execution of any contract, conveyance or other instrument authorized by the Board (except as stated below) is made in the name of the Board by the Chair or Vice-Chair, and Secretary, any of whom may attach the seal of the Board. By resolution, the Board may identify and authorize any other officer or employee to execute specified contracts, conveyances or other documents.

Section 7.9 -- Emergency Actions.

In the event of an emergency involving immediate danger to the health, safety or welfare of the public, the Director may, with the Chair's concurrence, adopt any rule or regulation to protect the public interest, provided that within fourteen (14) days of the adoption of the rule or regulation, the Director submits to the Board a written report of the immediate danger and the reason for needing the emergency rule.

An emergency rule or regulation is effective for only ninety (90) days after its adoption, during which time regular rule-making procedures may be invoked.

An emergency rule or regulation may become effective immediately.

Section 7.10 -- Public Comment

Any person shall be permitted to address a meeting of the Board open to the public pursuant to the Open Meetings Act. Public comment shall be governed by the following procedures:

(a) A person wishing to address the Board shall state his or her name and address.

(b) A person may address the Board on matters or issues which are relevant to County government.

1. The Chair may disallow public comment that is unduly repetitious or which is not relevant to County government or matters under consideration by the Board.
2. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions.
3. The Chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.

4. When a group wishes to address the Board, the Chair may require that the group designate a spokesperson. The Chair shall control the amount of time the spokesperson shall be allowed to speak, which shall not exceed fifteen (15) minutes.

Section 7.11 -- Public Hearings

From time to time, the Board may be required by state or federal law, rule or regulation, or by County policy, to conduct a public hearing. The Board shall establish the date of the public hearing during a regular meeting, and shall hold the public hearing at a subsequent meeting after public notice is given in accordance with applicable law. The Board shall vote to open and close the public hearing. Public comment shall be governed by the Board's existing protocol

Section 7.12 -- Questions of Procedures Not Covered by Standing Rules.

The Standing Rules of the Kent County Board of Commissioners and the latest edition of Robert's Rules of Order Newly Revised shall govern, in that order, in all questions of procedure which are not provided for by the standing rules of this Board.

Rule VIII
FINANCIAL

Section 8.1 -- Fiscal Year.

The Fiscal Year of the Board begins on January 1 and ends December 31. The Board shall participate in the annual single audit of the County of Kent.

Section 8.2 -- Budget Requests.

The Director shall prepare a Preliminary Capital and Operating Budget Request for the succeeding year. This request shall be prepared in sufficient time to allow consideration by the Board prior to forwarding a final Capital and Operating Budget to the Kent County Administrator/Controller.

The Director shall prepare a Capital Budget Request and 5-Year Capital Improvement Plan (CIP) covering the capital improvement of the DPW Facilities to be recommended to the Board and forwarded to the Kent County Administrator/Controller.

Rule IX
ETHICS AND CONFLICTS OF INTEREST

Section 9.1 -- Statement of Policy

The Board, for itself and Department of Public Works administrative staff, adopts by reference the Kent County Code of Ethics for County Officials and the Kent County Conflict of Interest Policy, as the same shall be amended from time to time. Without limiting the foregoing, a member of the Board shall not be interested directly or indirectly in any contract or other business transaction with the Department of Public Works or the County, or a board, office or commission thereof, during the time for which (s)he is elected or appointed, nor for one year thereafter unless the contract or transaction has been approved by three quarters of the members of the Board and so shown in the official minutes of a properly noticed, open meeting of the same.

It is hereby certified that the foregoing Standing Rules of the Board of Public Works were duly adopted on _____, 2014 in open meeting by approval of not less than two-thirds (2/3) of the voting members of the Board of Public Works appointed and serving.

KENT COUNTY BOARD OF PUBLIC
WORKS

Dated: _____, 2013

By: _____
Theodore Vonk, Chair

By: _____
Bill Byl, Secretary

MEETING DATE: **September 4, 2014**

AGENDA ITEM#: V – A



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: 2014 Budget Amendment

DIVISION: Finance

PREPARED BY: Daniel M. Kendall

ACTION REQUESTED:

Approval to Amend the 2014 Department of Public Works Annual Budget

SUMMARY OF REQUEST:

The 2014 Department Budget needs to be amended because total allocated expenses will be exceeded.

Attached is the budget amendment for your review.

Page 1, Item 1: The Material Recycle and Education Center has changed staffing methods. In 2014 there has been a major shift in the staffing of the recycling operations. We have added a night shift and primarily staff it with Goodwill Industries supervised transitional workers. Also, 61st District Court decreased their staffing days therefore Goodwill increased. The cost will rise more than 100% for that line item. The amendment will be funded through internal retained earnings. The 2015 budget was adopted with the higher expenses.

Page 1, Item 2: The Solid Waste Division Director was originally budgeted in various organizations within the 2014 Budget. With the adoption and implementation of the Department reorganization plan, that position was transferred to the Administration organization. There was also an overlap of having two Directors for a two month period. The Administration organization wages and salary and associated expenses lines will be increased. The adjustment will be funded by the other organizations within the Fund.

Page 1, Item 3: Adjustment of each organizations Administration expense to meet the additional funding required in the previous item. This will be funded by use of undesignated funds in the original budget.

Page 2, Item 1: This adjustment is to show additional received tonnage at North Kent Transfer Station, 12,000 tons. We also are adjusting two unrelated repair and maintenance accounts for needed facility equipment repairs. Along with additional tonnage comes the cost of transporting the additional tons received. The remaining revenue is put in the contingency account.

Page 2, Item 2: Adjustment for additional tonnage, 20,000 transferred from WTE and 30,000 brought into South Kent Landfill as sales revenue. We have adjusted the disposal costs and other expenses that are exceeding their current budget. The remaining revenue is put in the contingency account.

Page 2, Item 3: This is an adjustment for additional tons received at the Waste-to-Energy Facility. Included are the expenses associated with this revenue, i.e., transfer to South Kent Landfill and related disposal cost. The remaining revenue is placed in the contingency account.

SUGGESTED MOTION:

It was moved by _____ and supported by _____ to approve the 2014 Budget Amendment and recommend approval to the Board of Commissioners.

ATTACHMENTS:

Budget Transfer Requests BTPW000519 and BTPW000520

GOVERNING/ADVISORY BOARD APPROVAL DATE: September 4, 2014

DEPARTMENT DIRECTOR: 

BUDGET TRANSFER REQUEST

Fund Name:	PUBLIC WORKS	BTR Number:	BTPW000519
Org Name:	Solid Waste	BTR Date:	August 26, 2014

Line	Budget Year	Fund Number	Org Number	Program Number	Sub Class Number	Account	Account Name	Dollar Amount of Change	Increase/Decrease
1	2014	517	565	0000	0000	704	Salary & Wages-Temp Empl	415,000.00	INC
2	2014	517	562	0000	0000	401	Internal Funds	(415,000.00)	INC
3									
4	2014	517	443	0000	0000	703	Salary and Wages	125,000.00	INC
5	2014	517	443	0000	0000	715	FICA	9,600.00	INC
6	2014	517	443	0000	0000	716	Group Insurance	10,200.00	INC
7	2014	517	443	0000	0000	718	Retirement	12,000.00	INC
8	2014	517	443	0000	0000	719	Post Retiree Health	1,500.00	INC
9	2014	517	443	0000	0000	720	Workers Comp	600.00	INC
10	2014	517	443	0000	0000	649	Sales - Intra County	(158,900.00)	INC
11									
12	2014	517	440	0000	0000	803	Administration	2,800.00	INC
13	2014	517	442	0000	0000	803	Administration	200.00	INC
14	2014	517	560	0000	0000	803	Administration	1,300.00	INC
15	2014	517	561	0000	0000	803	Administration	1,450.00	INC
16	2014	517	562	0000	0000	803	Administration	31,000.00	INC
17	2014	517	564	0000	0000	803	Administration	88,500.00	INC
18	2014	517	565	0000	0000	803	Administration	19,700.00	INC
19	2014	517	566	0000	0000	803	Administration	10,400.00	INC
20	2014	517	567	0000	0000	803	Administration	1,250.00	INC
21	2014	517	568	0000	0000	803	Administration	2,300.00	INC
22	2014	517	564	0000	99980	989	Undesignated	(88,500.00)	DEC
23	2014	517	562	0000	00000	989	Undesignated	(70,400.00)	DEC
24									

Justification

1	Increase in Temporary Salaries and Wages to cover the change for additional use of Goodwill provided workers.
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4	Increases due to shifting of Solid Waste Director to Admin Fund and hiring his replacement for an overlap period.
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12	Increases in expenses to cover adjustment on line 4 taken from Undesignated.
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Approvals

Fund Approval /Date	DPW Finance Director /Date	Prepared by Daniel M. Kendall
Fiscal Services /Date	County Administrator /Date	Posted By/Date
Per Board Resolution:		

BUDGET TRANSFER REQUEST

Fund Name:	PUBLIC WORKS	BTR Number:	BTPW000520
Org Name:	Solid Waste	BTR Date:	August 26, 2014

Line	Budget Year	Fund Number	Org Number	Program Number	Sub Class Number	Account	Account Name	Dollar Amount of Change	Increase/Decrease
1	2014	517	566	0000	10358	649	Sales - Charge	(440,000.00)	INC
2	2014	517	566	0000	00000	932	R&M Bldgs	30,000.00	INC
3	2014	517	566	0000	00000	933	R&M Equipment	15,000.00	INC
4	2014	517	566	0000	10363	866	Outbound Trash	116,000.00	INC
5	2014	517	562	0000	10563	974	Cell Closure - GASB 18	50,000.00	INC
6	2014	517	562	0000	10369	968	Cell Inventory Amortization	45,000.00	INC
7	2014	517	562	0000	00000	989	Contingency	184,000.00	INC
8									
9	2014	517	562	0000	10358	649	Sales - Charge	(1,578,000.00)	INC
10	2014	517	562	0000	10563	974	Cell Closure - GASB 18	205,000.00	INC
11	2014	517	562	0000	10369	968	Cell Inventory Amortization	180,000.00	INC
12	2014	517	562	0000	00000	989	Contingency	1,103,000.00	INC
13	2014	517	562	0000	10561	933	R&M Equipment	20,000.00	INC
14	2014	517	562	0000	13361	974	Daily Cover	20,000.00	INC
15	2014	517	562	0000	12116	931	Haul Road	15,000.00	INC
16	2014	517	562	0000	00000	867	Gas, Oil, etc	15,000.00	INC
17	2014	517	562	0000	00000	968	Depreciation	20,000.00	INC
18									
19	2014	517	564	0000	10358	649	Sales - Charge	(900,000.00)	INC
20	2014	517	564	0000	10317	831	SKL Disposal	480,000.00	INC
21	2014	517	564	0000	10315	831	Hauling	160,000.00	INC
22	2014	517	564	0000	99980	989	Undesignated	260,000.00	INC
23									
24									

Justification

1	Increase Revenue due to increased tons received. Increase in expenses related to the increase tonnage.
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9	Increase Revenue due to increased tons received. Increase in expenses related to the increase tonnage.
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19	Increase Revenue due to increased tons received. Increase in expenses related to the increase tonnage.

Approvals

Fund Approval /Date	DPW Finance Director /Date	Prepared by Daniel M. Kendall
Fiscal Services /Date	County Administrator /Date	Posted By/Date
Per Board Resolution:		

MEETING DATE: **September 4, 2014**

AGENDA ITEM#: V – B



**BOARD OF
PUBLIC WORKS
ACTION REQUEST**

SUBJECT: DPW Accrual Basis Budget

DIVISION: Finance

PREPARED BY: Daniel M. Kendall

ACTION REQUESTED:

Adoption of the DPW 2015 Accrual Budget, as submitted to the County Administration

SUMMARY OF REQUEST:

Each year the Department prepares a Rate Study for its operations. This rate study is a cash basis income statement. Its primary use is to set the disposal rate that will be charged to cover cash expenditures that include: wages, benefits, all operating expenses, capital improvements and debt payments.

The Budget submitted to the Controller's Office is a full accrual basis budget. Our audited financial statements are filed on this basis. Therefore, the rate study has adjustments for the following items: capital improvement plan expenditures, principle payments, depreciation and amortization expense, cell construction reserve and internal fund contributions.

We are requesting this approval as we have discovered that, if the Board of Public Works (BPW) approves this for 2015 and succeeding years, the previous budget adjustment can be handled at the BPW level and need not go further. This approach for enterprise fund budgeting was recommended by the County Budget Director.

SUGGESTED MOTION:

It was moved by _____ and supported by _____ to adopt the 2015 Accrual Budget for the Department of Public Works showing revenues of \$35,188,470 and expenses of \$35,188,470.

ATTACHMENTS:

Department of Public Works, Solid Waste Disposal Fund, Fund 517 2015 Budget.

GOVERNING/ADVISORY BOARD APPROVAL DATE: September 4, 2014

DEPARTMENT DIRECTOR: _____

Douglas A. Wood

SUMMARY
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DISPOSAL
FUND 517

(1001 - 12/31 FISCAL YEAR)

DESCRIPTION	ACCT	SUB-CLASS	2011 ACTUAL	2012 ACTUAL	2013 AMENDED	2013 ACTUAL	2014 ADOPTED	2014 AMENDED	2015 REQUEST (R1)
REVENUES									
CHARGES FOR SERVICES									
SALES-UTILITIES-ELECTRIC	648	10484	319,304	328,874	320,000	322,153	329,000	329,000	320,000
SALES-UTILITIES-ELECTRIC	648	10504	-	-	8,481,407	9,553,655	8,766,550	8,766,550	8,759,178
SALES-UTILITIES-CARBON CREDITS	648	13363	673,064	-	-	90,888	52,000	52,000	52,000
SALES-UTILITIES-RENEWABLE ENERGY CREDITS	648	13364	16,284	5,565	8,000	22,822	5,000	5,000	5,000
SALES-CASH	649	10350	1,323,920	-	510,000	-	10,000	10,000	10,000
SALES-MGMT INTRA CO	649	10352	-	-	862,200	859,507	887,900	887,900	1,097,700
SALES-ASH	649	10353	536,067	335,140	393,550	392,156	393,550	393,550	409,275
SALES-REJECT	649	10354	189,745	226,257	192,500	167,253	192,500	192,500	201,300
SALES-TRANSFER	649	10356	516,605	507,927	980,300	1,132,942	873,920	873,920	1,003,500
SALES-CHARGE	649	10358	4,167,952	4,342,026	13,703,139	16,418,867	15,383,676	15,383,676	16,268,027
SALES-SLUDGE	649	10366	-	213,526	222,000	122,820	222,000	222,000	111,000
SALES-CHARITIES	649	10367	-	2,249	37,700	2,674	-	-	-
SALES-DEMOLITION	649	10368	-	1,172,407	960,000	529,605	-	-	-
SALES-CORRUGATED (OCC)	649	12134	422,514	329,337	335,000	418,818	345,000	345,000	418,300
SALES-TIN	649	12135	214,401	241,320	128,000	246,871	265,000	265,000	246,800
SALES-ALUMINUM	649	12136	31,489	41,042	16,000	47,242	40,000	40,000	47,200
SALES-NEWSPAPER	649	12137	1,508,046	1,034,038	1,520,000	880,419	1,090,000	1,090,000	880,000
SALES-MAGAZINES	649	12138	-	-	1,000	-	-	-	-
SALES-#2 HDPE PLASTIC (DAIRY)	649	12140	232,715	270,493	150,000	320,529	285,000	285,000	320,300
SALES-#2 HDPE PLASTIC (COLOR)	649	12141	226,081	188,545	221,000	174,132	198,000	198,000	174,100
SALES-PET PLASTIC	649	12142	509,202	396,604	196,000	399,004	418,000	418,000	399,000
SALES - 1-7 PLASTICS	649	12153	52,821	27,348	15,000	35,132	28,000	28,000	35,100
SALES - PLASTIC BAGS	649	12154	12,791	6,022	18,000	2,488	6,000	6,000	2,500
CHARGES FOR SERVICES SUBTOTAL			10,953,000	9,668,719	29,270,796	32,139,978	29,791,096	29,791,096	30,760,280
INTEREST EARNINGS									
INTEREST EARNED-MONEY MAX	665	00000	213,996	177,898	378,748	222,523	286,116	286,116	269,763
INTEREST EARNED-SALES CHARGE	665	10358	17,166	14,854	500	15,599	430	430	3,200
INTEREST EARNINGS SUBTOTAL			231,162	192,752	379,248	238,122	286,546	286,546	272,963
OTHER REVENUE									
INTERNAL FUNDS	401	00000	426,982	449,008	3,182,424	341,930	3,298,694	3,298,694	3,190,732
SALE OF FIXED ASSETS	673	00000	(98,037)	27,020	-	426,427	-	-	-
MISCELLANEOUS INCOME	692	00000	161,620	366,458	452,458	370,933	469,140	469,140	449,495
MISCELLANEOUS INCOME-SCRAP	692	10309	-	-	330,000	520,318	561,000	561,000	495,000
DISCOUNT - SALES TAX	693	00000	223,505	129,807	100,000	-	27,991	27,991	20,000
CASH OVER & SHORT	694	00000	353	10	-	(422)	-	-	-
OTHER REVENUE SUBTOTAL			714,423	972,303	4,064,880	1,659,186	4,356,825	4,356,825	4,155,227
TOTAL REVENUES			11,898,585	10,833,773	33,714,924	34,037,285	34,434,467	34,434,467	35,188,470
EXPENDITURES									
PERSONNEL									
SALARY MEETING COMP	702	00000	1,300	1,450	1,300	900	1,500	1,500	1,500
SALARY & WAGES	703	00000	1,869,213	1,897,777	2,881,200	2,870,548	2,909,900	2,909,900	3,039,400
S & W-TEMP EMPLOY	704	00000	201,051	334,744	367,000	420,152	300,000	300,000	633,000
S & W - OVERTIME	705	00000	94,782	123,258	171,000	153,563	195,600	195,600	160,800
FICA	715	00000	143,408	148,350	240,090	221,785	237,700	237,700	244,800
GROUP INSURANCE	716	00000	438,655	421,633	568,630	518,097	545,220	545,220	652,400
RETIREMENT	718	00000	169,379	182,099	291,700	307,725	326,200	326,200	335,900
POST RETIREE HEALTH - OPEB ARC	719	00000	41,018	36,457	68,150	49,452	52,200	52,200	53,800
WORKERS COMPENSATION	720	00000	4,689	2,732	7,080	9,963	7,806	7,806	17,140
UNEMPLOYMENT COMPENSATION	721	00000	-	-	8,860	-	8,650	8,650	-
PERSONNEL SUBTOTAL			2,963,495	3,148,500	4,605,010	4,552,184	4,584,776	4,584,776	5,138,740
COMMODITIES									
PRINTING & BINDING	728	00000	7,349	4,104	23,525	7,213	22,850	22,850	18,100
POSTAGE	729	00000	1,895	1,935	4,425	2,447	3,700	3,700	3,689
OFFICE SUPPLIES	731	00000	8,600	6,712	14,900	18,181	14,100	14,100	14,850
DATA PROCESSING SUPPLIES	736	00000	2,175	3,573	11,250	23,412	13,000	13,000	14,000
ENGINEERING SUPPLIES	741	00000	1,513	3,132	4,000	4,108	3,500	3,500	4,000
CLOTHING, UNIFORMS, & ACC	756	00000	11,957	11,258	16,900	11,848	15,850	15,850	16,300
MEDICAL & SAFETY SUPPLIES	761	00000	20,821	19,246	21,900	21,442	22,300	22,300	22,725
FIREFIGHTING SUPPLIES	762	00000	3,842	4,572	4,650	5,368	5,500	5,500	6,775
VEHICLES SUPPLIES	771	00000	-	-	300	38	-	-	1,000
SMALL TOOLS	773	00000	8,055	5,671	8,250	7,881	8,000	8,000	7,450
JANITORIAL SUPPLIES	775	00000	10,178	13,650	9,750	7,075	12,650	12,650	13,100
OTHER SUPPLIES	791	00000	4,668	-	125	258	125	125	125
OTHER SUPPLIES-BALING WIRE	791	10357	40,691	52,824	55,000	26,485	60,000	60,000	60,000
BOOKS	799	00000	-	-	100	-	100	100	100
COMMODITIES SUBTOTAL			121,742	126,677	175,075	135,757	181,675	181,675	182,214
CONTRACTUAL SERVICES									
CONSULTANTS	802	00000	27,793	20,736	73,000	44,449	58,500	58,500	75,500
CONSULTANTS-CARBON CREDITS	802	13363	5,952	5,000	4,200	4,200	5,000	5,000	5,000
CONSULTANTS-VERIFIER	802	13365	7,391	-	8,000	3,808	8,000	8,000	8,000
ADMINISTRATION	803	00000	200,121	213,885	807,650	799,515	805,100	805,100	952,950
AUDITING	808	00000	10,335	11,081	3,500	23,500	23,200	23,200	24,000
LEGAL	809	00000	14,431	6,079	49,500	23,429	47,000	47,000	36,000

SUMMARY
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DISPOSAL
FUND 517

(1/01 - 12/31 FISCAL YEAR)

DESCRIPTION	ACCT	SUB-CLASS	2011 ACTUAL	2012 ACTUAL	2013 AMENDED	2013 ACTUAL	2014 ADOPTED	2014 AMENDED	2015 REQUEST (R1)
LEGAL-CARBON CREDITS	809	13363	-	-	-	-	-	-	-
MEMBERSHIPS & SUBS	811	00000	5,160	4,738	8,425	9,026	12,025	12,025	12,575
SERVICE CONTRACTS-CARBON CREDITS	813	13363	7,783	500	10,600	35,260	6,000	6,000	6,000
SERVICE CONTRACTS-CAR	813	13366	1,255	-	22,000	-	22,000	22,000	22,000
OTHER CONTRACTUAL SERVICE	831	00000	70,674	131,003	154,000	107,629	115,500	115,500	75,500
OTHER CONTR-DIRECT LABOR	831	10301	-	-	7,350,794	7,326,723	7,571,499	7,571,499	7,671,114
OTHER CONTR-MISCELLANEOUS	831	10303	-	-	-	202,500	202,500	202,500	202,500
OTHER CONTR-ELECTRICAL	831	10308	-	-	5,947,722	5,961,469	6,257,362	6,257,362	6,204,699
OTHER CONTR-TRANSFER WASTE HAUL	831	10315	-	-	258,600	273,404	241,200	241,200	228,000
OTHER CONTR-SKL TRANSFER WASTE DIS	831	10317	-	-	884,720	1,114,796	884,720	884,720	907,920
OTHER CONTR-ENVIRONMENTAL FEES	831	10320	14,783	11,759	12,800	18,734	15,500	15,500	11,000
OTHER CONTR-TIRE DISPOSAL FEES	831	10326	6,600	7,900	13,000	6,200	13,000	13,000	11,500
OTHER CONTR-REJECT DISPOSAL& HAUL	831	10327	-	-	306,795	340,065	321,111	321,111	338,880
OTHER CONTR-SOFTWARE-SYSTEM SUPPORT	831	10473	220	586	550	240	650	650	500
OTHER CONTR-HOUSEHOLD HAZ WASTE DISP	831	12147	74,169	77,087	75,000	90,696	77,000	77,000	85,000
OTHER CONTR-SOFTWARE-ELECTRONIC DISP	831	12148	29	40	500	-	100	100	100
OTHER CONTR-ISO EXPENSES	831	12150	-	-	8,300	825	6,900	6,900	5,000
LABORATORY FEES	836	10825	207,576	182,530	189,000	159,232	175,700	175,700	169,000
TELEPHONE	851	00000	29,312	22,548	39,700	33,405	36,200	36,200	34,500
TELEPHONE-CELL PHONES	851	12311	5,049	7,845	10,700	14,400	12,150	12,150	14,825
TELEPHONE-PAGERS	851	12312	79	-	150	-	-	-	-
TRAVEL-REGULAR	861	00000	3,945	4,248	9,100	5,951	9,550	9,550	10,450
TRAVEL-CONFERENCES	862	00000	5,824	295	30,000	9,757	29,000	29,000	29,500
FREIGHT TO MARKET	866	00000	745	660	1,250	-	750	750	1,000
FREIGHT-RECYCLE TO MRF	866	10359	195,600	109,755	120,000	9,240	17,500	17,500	16,000
FREIGHT-OUTBOUND TRASH	866	10363	487,748	530,836	470,000	452,246	415,000	415,000	505,000
FREIGHT-FOR SALES	866	10364	1,325	1,272	5,000	-	-	-	-
GAS, OIL, GREASE, ANTI-FREEZE	867	00000	294,049	357,386	382,100	398,623	474,700	474,700	446,750
ADVERTISING & PROMOTION	901	00000	44,319	27,610	31,050	29,077	31,350	31,350	31,300
UTILITIES	921	00000	207,101	235,844	218,500	231,187	246,050	246,050	256,550
UTILITIES-ELECTRIC	921	10310	-	-	117,500	49,892	60,000	60,000	85,000
UTILITIES-GAS	921	10480	-	-	18,500	14,202	21,000	21,000	25,000
UTILITIES-WATER	921	10481	-	-	92,000	87,097	113,000	113,000	115,000
UTILITIES-SEWER	921	10482	-	-	184,000	105,585	145,000	145,000	145,000
UTILITIES-ELECTRIC	921	10484	-	-	24,000	24,000	-	-	-
LANDFILL FEES	929	00000	47,596	53,162	70,000	75,930	55,000	55,000	82,500
LANDFILL FEES-FOR ASH DISPOSAL COSTS	929	10325	-	-	574,600	576,144	574,600	574,600	602,855
REP & MAINT-GROUNDS	931	00000	165	26	-	-	1,000	1,000	1,000
REP & MAINT-GROUNDS-SITE	931	10365	181,289	129,918	143,000	47,070	183,500	183,500	139,500
R&M-GROUNDS-STORMWATER MANAGEMENT	931	12113	614,735	73,065	180,000	89,398	180,000	180,000	90,000
R&M-GROUNDS-EROSION CONTROL	931	12114	2,450	-	-	-	-	-	-
R&M-GROUNDS-STONE & GRAVEL	931	12116	60,472	88,490	51,375	131,269	61,000	61,000	68,000
R&M-GROUNDS-LEACHATE PRETREATMT CHEMICAL	931	12117	1,836	1,126	3,028	2,972	1,600	1,600	1,500
R&M-GROUNDS-LEACHATE COLLECTION	931	12118	163,730	34,181	36,500	28,352	27,500	27,500	26,500
R&M-GROUNDS-LEACHATE SURCHARGE	931	12120	130,237	102,566	133,000	117,896	111,700	111,700	122,000
R&M-GROUNDS-LFG COLLECTION	931	12121	6,658	28,906	42,000	38,208	50,000	50,000	50,100
R&M-GROUNDS-ROAD MAINTENANCE	931	12122	22,875	4,274	14,000	27,541	10,000	10,000	30,000
R&M-GROUNDS-SURFACE DRAINAGE & LAWN CARE	931	12123	11,546	12,973	16,500	10,420	17,600	17,600	15,400
R&M-GROUNDS-LITTER CONTROL	931	12124	39,304	26,824	33,000	10,541	17,000	17,000	15,500
R&M-GROUNDS-MISCELLANEOUS	931	12126	-	95	3,500	38	2,000	2,000	1,000
R&M-GROUNDS-CARBON CREDITS	931	13363	-	-	-	-	-	-	-
R&M-GROUNDS-BLOWER / FLARE	931	13367	1,375	735	2,000	6,432	2,500	2,500	3,000
R&M-GROUNDS-LEACHATE REMOVAL	931	13368	2,509	1,106	4,500	-	7,500	7,500	7,500
REP & MAINT-BUILDINGS	932	00000	69,215	63,960	71,200	77,994	77,200	77,200	73,500
REP & MAINT-EQUIPMENT	933	00000	75,567	78,955	293,700	310,931	212,900	212,900	237,700
REP & MAINT-EQUIP-GUAR	933	10560	43,178	87,371	60,000	120,186	103,000	103,000	118,000
REP & MAINT-EQUIP-NON-GUAR	933	10561	205,623	175,082	185,000	242,743	175,000	175,000	195,000
REP & MAINT-VEHICLES	934	00000	62,478	38,927	58,100	67,860	61,000	61,000	63,750
REP & MAINT-EQUIP, FURN, FIX	935	00000	-	-	1,000	-	1,000	1,000	1,000
RENTAL-LANDFILL HOST FEE	940	00000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
RENTAL BUILDINGS	941	00000	20,170	15,128	97,000	103,284	104,000	104,000	104,000
RENTAL EQUIPMENT	942	00000	-	600	1,500	-	3,500	3,500	1,500
MISCELLANEOUS	955	00000	51	1,045	7,160	29	5,850	5,850	5,950
MISCELLANEOUS-ENVIRONMENTAL FEES	955	10320	-	-	32,500	22,791	32,500	32,500	32,500
MISCELLANEOUS-BATTERIES	955	10321	-	-	1,500	22	1,500	1,500	1,500
MISCELLANEOUS-OTHER STATE PROGRAMS	955	11131	5,094	2,828	5,000	3,674	5,000	5,000	5,000
MISC-STAFF RECOGNITION PROGRAM	955	11147	-	-	1,000	-	1,000	1,000	1,000
TRAINING & EDUCATION	957	00000	4,117	659	5,500	1,911	4,500	4,500	5,125
OTHER-BAD DEBT	958	10360	734	45	5,000	691	5,000	5,000	2,000
INSURANCE	962	00000	31,649	21,212	456,125	410,751	468,900	468,900	478,000
LOSS DEDUCTIBLE	963	00000	1,328	5,617	2,500	-	2,500	2,500	2,500
DEPR, DEPL, & AMORTIZATION	968	00000	1,924,911	2,074,355	4,885,900	3,838,578	4,097,500	4,097,500	4,166,100
DEPR, DEPL, & AMORT-CELL INVENTORY	968	10369	-	-	-	599,113	720,000	720,000	800,000
DEPR, DEPL, & AMORT-LDFL CELL CLOSU	968	10563	-	-	-	-	-	-	-
CONTRACTUAL SERVICES SUBTOTAL			5,780,261	5,214,451	25,721,384	25,093,132	25,985,167	25,985,167	26,435,093
CAPITAL OUTLAY									
LAND ACQUISITIONS	972	00000	-	212,258	60,000	67,335	-	-	-
LAND IMPROVEMENTS-LANDFILL CELL CLOSURE	974	10563	728,915	707,108	905,000	798,539	938,000	938,000	949,000
LAND IMPROVEMENTS-ENVIRONMENTAL PERMIT	974	10567	1,650	1,650	2,100	1,650	2,200	2,200	1,650
LAND IMPROVEMENTS-HYDROSEED	974	12115	8,210	3,590	17,000	3,560	17,000	17,000	10,000
LAND IMPROVEMENTS-DAILY COVER	974	13361	75,015	43,939	60,000	126,890	82,000	82,000	100,000
MACHINERY & EQUIPMENT	977	00000	-	-	-	13,465	20,000	20,000	5,000
OFFICE EQUIP & FURNITURE	980	00000	-	-	8,000	1,706	8,000	8,000	8,000

SUMMARY
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DISPOSAL
FUND 517

(1/01 - 12/31 FISCAL YEAR)

DESCRIPTION	ACCT	SUB-CLASS	2011 ACTUAL	2012 ACTUAL	2013 AMENDED	2013 ACTUAL	2014 ADOPTED	2014 AMENDED	2015 REQUEST (R1)
VEHICLES	981	00000	-	-	-	-	-	-	-
CAPITAL OUTLAY SUBTOTAL			813,769	968,544	1,052,100	1,013,144	1,067,200	1,067,200	1,073,650
OTHER COSTS									
CONTINGENCY	989	00000	-	-	25,040	-	228,039	228,039	301,900
CONTINGENCY - UNDESIGNATED	989	99980	-	-	635,990	-	844,475	844,475	569,767
INTEREST	995	00000	459,015	442,553	438,200	431,062	424,260	424,260	409,931
PERPETUAL CARE	996	00000	531,358	435,777	715,125	435,115	758,875	758,875	715,500
COST ALLOCATION	998	11666	240,943	159,932	347,000	224,401	360,000	360,000	361,675
OTHER COSTS SUBTOTAL			1,231,316	1,038,262	2,161,355	1,090,579	2,615,649	2,615,649	2,358,773
TOTAL EXPENDITURES			10,910,603	10,496,435	33,714,924	31,884,795	34,434,467	34,434,467	35,188,470