

Northwest Vermont Solid Waste Management District

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NOTICE

NORTHWEST VERMONT SOLID WASTE DISTRICT

BOARD OF SUPERVISORS MEETING

DATE: AUGUST 7, 2024
TIME: 6:30 PM
LOCATION: CITY HALL AUDITORIUM, ST. ALBANS, VT AND
VIA ZOOM: <https://us02web.zoom.us/j/4456759564>

- 1) Adjustments to the Agenda
- 2) Welcome, introductions, opening remarks –Chair
- 3) Opportunity for Public Comment
- 4) District Announcements
- 5) Approval of Minutes: June , 2024
- 6) STAFF REPORTS
 - a) Executive Director’s Report
 - b) Financial Report
- 7) COMMITTEE REPORTS
 - a) FINANCE- No Action
 - b) BUILDING- General Contractor Bid Recommendation and Selection
 - c) OPERATIONS- (No Action) Alburgh Updates/ Schedule August Meeting
 - d) ADMINISTRATION- (No Action)
 - e) EXECUTIVE – (No Action)
- 8) Other Business
- 9) Adjourn

Pizza will be provided.

MEMBER COMMUNITIES

ALBURGH • BAKERSFIELD • BERKSHIRE • ENOSBURG • FAIRFIELD • FLETCHER • FRANKLIN • GEORGIA • GRAND ISLE
HIGHGATE • ISLE LA MOTTE • MONTGOMERY • NORTH HERO • RICHFORD • ST. ALBANS CITY • ST. ALBANS TOWN
SHELDON • SOUTH HERO • SWANTON

Minutes

NWSWD Board of Supervisors Meeting & Annual Organization of the Board

June 12, 2024

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held their regularly scheduled board meeting June 12, 2024, via zoom and at the St. Albans Town Hall at 6:30 PM.

Supervisors Present:

Buermann, Bob – So. Hero - zoom
Doremus, Mark – Bakersfield – zoom
Getty, Jennifer – Fletcher - zoom
Kade, Barry – Montgomery
Lambert, Paul – Georgia - zoom
Micheli, Carlo – Swanton – zoom

Richards, Jim - No. Hero – zoom
St. Francis, April – Highgate
Sturtevant, Brooks – Franklin
Sylvester, Mary – Berkshire - zoom
Tibbits, Jaime – Fairfield

Supervisors Absent:

Duchaine, Russel – Alburgh
Shepard, Kristin – Richford
Voegelé, Al - St. Albans Town

Others Present:

John Leddy, Executive Director
Pam Bolster, Finance
Henry, Josie – Previous Alburgh
Representative & Board Chair - zoom

Full Board Meeting

Chair Jaime Tibbits called the meeting to order at 6:34 PM. .

1) Agenda Review-Additions/Deletions:

The Chair asked for any additions or comments to the agenda. Jaime Tibbits asked for an addition to the agenda to discuss the Board Code of Ethics Policy. She asked for an Executive Session to discuss the Executive Directors review. All were in agreement and these are added to the agenda.

2) Welcome, Introductions, Opening Remarks – Chair:

Ms. Tibbits welcomed members of the board and thanked them for attending.

3) Public Hearing & Public Comments: No Attendees / No Public Comments

4) Approval of Minutes for May 2024.

The minutes were reviewed . An addition was requested under Pg 2, Section 6, to read: Bob Buermann made a motion for the clerk to place one vote in favor of each nomination. Barry Kade seconded the motion. All were in favor

and the motion passed. Discussion occurred about using the first and last names of the board members when documenting the minutes.

5) Staff Reports:

1. Directors Report:

John Leddy updated board members of the status of the SWIP, that it has been submitted the report to the state ahead of schedule.

In relation to the Building Project he informed the board that the bid acceptance closed on Friday 6.7.2024 and that only one bid was received which came in at over 2.8M. The building committee met and their recommendation is to follow under committee reports. He noted the summer HHW program has had a steady stream of disposals at the Georgia facility and that there have been three collections events with participation being slightly lower than last year. He noted that he is contemplating opening for HHW one Saturday a month, in season, to better accommodate the public.

He discussed with the board a potential new outlet for maple sap tubing in partnership with UVM Extension and H2O/Leader, a producer of maple tubing. Discussions are on-going.

John noted that he met with Alburgh to discuss the Transfer Station MOU and the details of site operation. He will schedule a meeting with the operations committee to discuss further details.

2. Finance Report:

Pam Bolster reviewed the P&L through May 2024 and directed the board members to the accrual for the balance of June to gather an idea of where the year will end. It shows a small deficit but she is hopeful for higher monthly income from surcharge in particular which is accrued for both May (May reports not yet in from Casellas) and June.

She discussed with the board the results of the Municipal Tire Program from FY21 through FY24. The full 10K has been expended with an average of \$945.00 which the board will need to approve from Reserved Funds.

Pam gave an update on the audit situation of which she has still not received the completed draft. She updated the board on the discussion she had with Stitzel, Page, Fletcher about this situation. The attorney felt the same that it was possible to get out of the contract, that it would be best to have attorney draft the notification, but agreed that it was prudent to ensure someone else could do it for FY25. She noted the lack of guarantee's without sending an RFP so it appears that FY25 will need to be handled by RHR with hope that this year would be more organized and timely with their addition of staff including management.

6) Committee Reports:

1. Finance Committee – None

2. Building Committee – General Contractor Bid Recommendation and Selection:

The building committee reported that they reviewed the bid from Stewart Construction and recommended to the full board to reject the bid. John Leddy stated that it was believed it came in so high because this company really did not need or truly want the

business but if someone was willing to pay this price they would work it in. Discussion ensued.

VOTE: Bob Buermann made the motion: Shall the board reject the bid from Stewart Construction for the GA Redesign Project. Carlo Micheli seconded the motion. All were in favor of rejecting and the motion passed.

Discussion of sending the project back out to bid occurred with the consensus that the Executive Director have more involvement in this round.

- 3. Operations Committee – No Action:**
Further Alburgh MOU discussion and potential scheduling dates of June Meeting.
- 4. Administration Committee – None**
- 5. Executive Committee: None**

7) Other Business:

Jaime Tibbits reviewed with the board the current Code of Ethics / Conflict of Interest Policy with board members as well as the processes for recusal and for the board if members do not recuse when there is a conflict of interest.

Discussion of the importance of adhering to the policy as numerous current situations could require for members to recuse themselves. Discussion of different scenarios that current require this action were discussed.

- 8) Jaime Tibbits asked for a motion to move to Executive Session at 8:10 PM Barry Kade made the motion to enter Executive Session to discuss John Leddy's review. Jennifer Getty seconded the motion. All were in favor and the board entered Executive Session. The board exited Executive Session at 8:30PM. No action was taken. The Executive Committee will meet to further discuss John Leddy's review, salary increase, and potentially putting him under contract.**

- 9) Board Adjourned at 8:35PM**

Director's Report 8-2-2024

To start, I am happy to inform you all that we have hired a new outreach program coordinator! Alison Corn had been in this role for the past two years but earlier this summer she was offered a position with the Vermont Department of Environmental Conservation. However, I am very excited that Mikhala Kaseweter will be assuming the role in just a few weeks. Mikhala has extensive experience as a policy advocate and has conducted outreach for a number of environmentally focused organizations. She is a self-described trash nerd and will fit in nicely while helping us educate about proper waste management and inform the region about our services.

The heat has not deterred our site users as our drop-off sites have remained busy throughout the summer. We have even seen an increase in traffic in the past few weeks. HHW appointments are up. Residents are cleaning up their properties, basements, attics. We have been planning some maintenance and improvements at our sites including repairing railings, retaining walls, and roll off box repairs and hope to begin these projects this fall. I have been preparing an application for the recertification of the Bakersfield site as its 10-year certification will be expiring at the end of the year.

Since our last meeting our plastic diversion program has suffered a bit of a setback. The facility that we have been sending maple tubing, bulky rigid plastic, and some plastic films to for more than two years closed abruptly. We have been discussing our plastic programs with a number of different interested facilities in the Northeast, so we are not starting at square one. However, since we have a full load to ship and we are trying to clear our inventory in preparation for a construction project, we hope to move quickly. One outcome will likely be we change what plastics we are accepting and how we bale them to meet the requirements of a new downstream facility. This could result in more material needing to be collected to reach a shippable quantity, and therefore more storage space needed, but with the addition of a new baled commodity storage area coming soon, we will have plenty of space.

We will be discussing the bids received for the Georgia facility expansion project at this month's meeting. We received two bids and both were significantly lower than what was received during the last bid period. I look forward to discussing the best path forward on this project.

As always, thanks for your commitment to what we do and know that I value your input and contributions to our mission.

Onward - John

Receipts

June 2024

	Jun 24
Addison County Solid Waste District	59.00
Alburgh, Town of	2,323.02
All Metals Recycling	2,069.10
Bakersfield Elementary/Middle School	235.00
Bayside Pavillion	68.00
Belfry Restaurant	340.00
Berkshire School	155.00
Beth-El Court Association	68.00
BFA-St. Albans City (c)	145.00
Blair's Trucking Inc.	1,113.53
Brookside Condos 2	68.00
Century Arms	332.00
Chevalier Drilling Company, Inc	42.00
Complete Demolition Service LLC	958.49
Craft Beer Guild of VT	315.00
Drake, The	100.00
Drop Off Sites	57,311.95
Duffy's	7,803.65
Enosburg Elementary School (c)	215.00
Enosburg Falls Middle School (c)	237.50
Fairfield Center School (c)	526.50
Fletcher, Town of	60.00
Four Winds - Cathedral Square	152.50
Franklin Elementary (c)	87.50
Georgia Elementary School	93.50
Georgia Market - c	160.00
Georgia Town School District (c)	308.00
Good Point Recycling, American Retroworks	502.96
Grand Isle, Town of	382.03
Grice Brook Gardens	227.50
Hawks Nest Housing	115.00
Heritage Lane Apartments	85.00
Highgate Elementary	203.00
Holy Angels Apartments	68.00
Huntington Estates HOA	221.00
Kaiju Kitchen	85.00
Lamoille Regional Solid Waste District-c	236.50
LB & B Associates	50.11
Main Street Market	287.50
Maple City Diner	233.00
Maple Run School District Central Office	54.00
Maple, Tim (c)	200.00
Mill River Brewing	490.50
Mimmo's-c	198.00
Montgomery Elementary School	200.00
Myers	3,574.50
Northwest Counseling & Support Services	153.00
Northwest Medical Center/Hospitality (c)	560.50
Paint Care	520.00
Pleasant Valley Farms	6.00
Richford High School	207.50
Richford, Town Of	951.00
RL Vallee	780.00
Rock Tenn	2,565.78
Sheldon School (c)	428.00
Sheldon, Town of	1,073.00
Simon's Island Beverage	68.00
Snowshoe Lodge	102.50
St. Albans City School (c)	700.00
St. Albans Public Works	52.00
St. Albans Town School	430.00
Sticks & Stuff-c	7.99
Superior Technical Ceramics	68.00
Susan LeClair Catering	68.00
Swanton Elementary School-customer	385.00
Swanton, Town of	122.00
Sylvesters Rubbish Removal, LLC	11,599.85
Thai House	85.00
Traveled Cup - c	83.00

Receipts

June 2024

	<u>Jun 24</u>
Tuttle's Trucking-Customer	7,142.47
Vermont's Premier Suites	221.00
Vermont Beer Shepherd	14.00
Vermont New York Battery Co.	242.90
VT Ag	1,981.25
Warner Home	66.00
Yankee Corporation	54.00
No name	4,218.17
TOTAL	<u><u>117,716.75</u></u>

Payments

June 2024

	<u>Jun 24</u>
All Cycle - Highgate Transfer	-12,833.07
All Cycle - Williston	-475.19
Amazon.com	-42.46
Blaisdell, Darren	-89.11
Blue Cross and Blue Shield of VT	-12,579.81
C Brown Inc	-452.28
Casella-Hyde Park Transfer Station	-1,634.39
CEJJ, INC.	-213.00
Cerberus EHS	-200.00
Champlain Valley Equipment	-156.24
Chapman, Dale	-1,793.15
Chittenden Solid Waste District	-15.00
Chuck's Heating & A/C, Inc.	-347.70
Cross Engineering	-6,380.99
De Lage Landen Financial Services, Inc.	-180.39
Drummac Wind River Environmental	-500.00
Elite Service & Towing	-2,280.74
Enpro Services of Vermont, Inc *	-6,279.41
Evergreen Property Options, LLP	-375.00
Expedia	-381.48
Foley Services	-107.45
Front Porch Forum	-1,338.00
Georgia Auto Parts	-69.10
Graziano, Anthony M	-34.17
Green Mountain Power	-468.07
Hudak Farms	-7,257.00
Infinity Trust VSP	-228.98
Interstate Refrigerant Recovery, Inc	-297.00
Islander	-96.00
K-N-S Tire Recycling	-1,429.00
King, Butch	-111.89
Leddy, John	-232.21
Misc	-6,846.48
Myers Recycling Center	-2,056.95
Northeast Delta Dental	-635.84
PayData	-66,402.73
Petty Cash	-99.00
Pfeil Sawmill	-480.00
Product Stewardship Institute	-500.00
R.L. Vallee, Inc.	-4,230.37
R.R. Charlebois Inc.	-51.44
RHR Smith & Company	-6,850.00
Ryder Truck Rental	-993.52
Sleep Well Recycling	-2,700.00
St. Albans Coop Store	-19.99
St. Albans Messenger	-131.60
Taylor Pasha	-600.00
TCI	-439.00
Tim Maple	-60.00
Vermont Compactor Service	-6,491.87
Vermont Electric Coop	-25.51
VIS Construction Consultants	-2,040.00
VLCT PACIF	-18,011.00
VT Agency of Agriculture	-75.00
VT Gas Systems	-56.54
VT League of Cities & Towns	-132.50
W.B. Mason	-80.67
Yin and Yang, LLC	-810.00
Zachary's Pizza	-48.43
TOTAL	-179,746.72

	Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	62.88
Haz Waste Fees	0.00
Recycling Income	15.00
Sale of Recyclables	359.68
Trash Income	3,838.00
Recycle Bin Sales	24.00
Total Income	4,299.56
Cost of Goods Sold	
Cost of Goods Sold	162.35
Total COGS	162.35
Gross Profit	4,137.21
Expense	
Personnel Expenses	
ER Taxes	94.32
Gross Wages	967.20
Total Personnel Expenses	1,061.52
Direct Services	
Trash Disposal	1,366.13
Drop Off Site Expenses	6.07
Recycling	598.62
Computer/Electronic Collection	88.64
Total Direct Services	2,059.46
Total Expense	3,120.98
Net Ordinary Income	1,016.23
Net Income	<u>1,016.23</u>

Northwest Vermont Solid Waste Mgt District
Bakersfield Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	2,658.38
Haz Waste Fees	5.00
Recycling Income	136.00
Sale of Recyclables	3,248.28
Trash Income	39,234.75
Recycle Bin Sales	24.00
Total Income	45,306.41
Cost of Goods Sold	
Cost of Goods Sold	162.35
Total COGS	162.35
Gross Profit	45,144.06
Expense	
Personnel Expenses	
ER Taxes	1,008.16
Gross Wages	10,338.70
Total Personnel Expenses	11,346.86
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	329.94
Facilities/Equipment Expenses - Other	12.29
Total Facilities/Equipment Expenses	342.23
Direct Services	
Trash Disposal	16,349.49
Drop Off Site Expenses	4,172.19
Recycling	4,092.00
Computer/Electronic Collection	250.40
Total Direct Services	24,864.08
Total Expense	36,553.17
Net Ordinary Income	8,590.89
Net Income	8,590.89

Northwest Vermont Solid Waste Mgt District
Georgia Drop Off Site Profit & Loss
 June 2024

	Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	28.00
Total Compost Collection	28.00
Computer/Electronic Recy Income	2,451.20
Haz Waste Fees	1,435.00
Miscellaneous Income	14.00
Recycling Income	8,535.00
Sale of Recyclables	3,239.61
Trash Income	20,940.70
Recycle Bin Sales	78.00
Total Income	36,721.51
Cost of Goods Sold	
Cost of Goods Sold	527.62
Total COGS	527.62
Gross Profit	36,193.89
Expense	
Administration Expenses	
Misc.	10.68
Utilities	53.08
Total Administration Expenses	63.76
Personnel Expenses	
ER Taxes	863.81
Gross Wages	8,859.68
Total Personnel Expenses	9,723.49
Direct Services	
Trash Disposal	5,891.15
Drop Off Site Expenses	106.07
Recycling	7,120.00
Computer/Electronic Collection	1,019.16
Total Direct Services	14,136.38
Total Expense	23,923.63
Net Ordinary Income	12,270.26
Net Income	12,270.26

Northwest Vermont Solid Waste Mgt District
Georgia Drop Off Site Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	321.00
Total Compost Collection	321.00
Computer/Electronic Recy Income	15,883.77
Haz Waste Fees	18,629.05
Miscellaneous Income	635.00
Recycling Income	78,057.08
Sale of Recyclables	24,691.45
Trash Income	186,302.63
Composter Sales	400.00
Recycle Bin Sales	330.00
Total Income	325,249.98
Cost of Goods Sold	
Cost of Goods Sold	811.72
Total COGS	811.72
Gross Profit	324,438.26
Expense	
Administration Expenses	
Misc.	10.68
Utilities	171.00
Bad Debt Expense	23.00
Total Administration Expenses	204.68
Personnel Expenses	
ER Taxes	9,360.58
Gross Wages	95,995.39
Total Personnel Expenses	105,355.97
Facilities/Equipment Expenses	
Mobile Equipment Maint/Repairs	11.99
New Equipment	39.96
Equipment Supplies/Maintenance	104.24
Facilities/Equipment Expenses - Other	67.58
Total Facilities/Equipment Expenses	223.77
Direct Services	
Trash Disposal	66,086.90
Drop Off Site Expenses	3,089.00
Recycling	66,171.25
Computer/Electronic Collection	3,209.52
Education Outreach	454.08
Total Direct Services	139,010.75
Cost of Composters Sold	397.28
Total Expense	245,192.45
Net Ordinary Income	79,245.81
Net Income	79,245.81

Northwest Vermont Solid Waste Mgt District
Montgomery Profit & Loss
 June 2024

	Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	27.00
Haz Waste Fees	5.00
Recycling Income	686.75
Sale of Recyclables	744.24
Trash Income	5,766.00
Total Income	7,228.99
Gross Profit	7,228.99
Expense	
Administration Expenses	
Utilities	49.71
Total Administration Expenses	49.71
Personnel Expenses	
ER Taxes	128.42
Gross Wages	1,317.03
Total Personnel Expenses	1,445.45
Direct Services	
Trash Disposal	1,896.51
Drop Off Site Expenses	106.07
Recycling	1,489.81
Computer/Electronic Collection	65.72
Total Direct Services	3,558.11
Total Expense	5,053.27
Net Ordinary Income	2,175.72
Net Income	2,175.72

Northwest Vermont Solid Waste Mgt District
Montgomery Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	1,128.10
Haz Waste Fees	30.00
Recycling Income	3,808.13
Sale of Recyclables	6,280.27
Trash Income	59,761.87
Composter Sales	50.00
Recycle Bin Sales	6.00
Total Income	71,064.37
Cost of Goods Sold	
Cost of Goods Sold	6.76
Total COGS	6.76
Gross Profit	71,057.61
Expense	
Administration Expenses	
Utilities	375.29
Total Administration Expenses	375.29
Personnel Expenses	
ER Taxes	1,598.74
Gross Wages	16,397.18
Total Personnel Expenses	17,995.92
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	50.98
Facilities/Equipment Expenses - Other	12.29
Total Facilities/Equipment Expenses	63.27
Direct Services	
Trash Disposal	16,154.54
Drop Off Site Expenses	2,510.44
Recycling	8,333.73
Computer/Electronic Collection	311.96
Total Direct Services	27,310.67
Cost of Composters Sold	49.66
Total Expense	45,794.81
Net Ordinary Income	25,262.80
Net Income	25,262.80

	<u>Jun 24</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	105.00
Total Compost Collection	105.00
Computer/Electronic Recy Income	24.00
Haz Waste Fees	5.00
Recycling Income	1,817.00
Sale of Recyclables	371.79
Trash Income	5,261.00
Recycle Bin Sales	28.00
Total Income	7,611.79
Cost of Goods Sold	
Cost of Goods Sold	189.40
Total COGS	189.40
Gross Profit	7,422.39
Expense	
Personnel Expenses	
ER Taxes	145.10
Gross Wages	1,488.06
Total Personnel Expenses	1,633.16
Direct Services	
Trash Disposal	2,045.69
Drop Off Site Expenses	90.49
Recycling	1,566.20
Total Direct Services	3,702.38
Total Expense	5,335.54
Net Ordinary Income	2,086.85
Net Income	<u>2,086.85</u>

Northwest Vermont Solid Waste Mgt District

No. Hero Profit & Loss

July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	434.00
Total Compost Collection	434.00
Computer/Electronic Recy Income	685.10
Haz Waste Fees	26.00
Recycling Income	8,743.80
Sale of Recyclables	3,556.74
Trash Income	40,631.00
Recycle Bin Sales	52.00
Total Income	54,128.64
Cost of Goods Sold	
Cost of Goods Sold	216.45
Total COGS	216.45
Gross Profit	53,912.19
Expense	
Personnel Expenses	
ER Taxes	1,561.32
Gross Wages	16,013.45
Total Personnel Expenses	17,574.77
Facilities/Equipment Expenses	
New Equipment	39.96
Equipment Supplies/Maintenance	171.93
Facilities/Equipment Expenses - Other	24.58
Total Facilities/Equipment Expenses	236.47
Direct Services	
Trash Disposal	17,353.70
Drop Off Site Expenses	2,766.95
Recycling	10,113.00
Computer/Electronic Collection	264.56
Total Direct Services	30,498.21
Total Expense	48,309.45
Net Ordinary Income	5,602.74
Net Income	5,602.74

	<u>Jun 24</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Recycling Income	5.00
Sale of Recyclables	268.52
Trash Income	5,557.00
Total Income	5,830.52
Gross Profit	5,830.52
Expense	
Personnel Expenses	
ER Taxes	37.76
Gross Wages	387.12
Total Personnel Expenses	424.88
Direct Services	
Trash Disposal	1,238.42
Drop Off Site Expenses	6.07
Recycling	149.60
Total Direct Services	1,394.09
Total Expense	1,818.97
Net Ordinary Income	4,011.55
Net Income	<u>4,011.55</u>

Northwest Vermont Solid Waste Mgt District
St. Albans Profit & Loss
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Recycling Income	5.00
Sale of Recyclables	2,422.22
Trash Income	42,285.00
Total Income	44,712.22
Gross Profit	44,712.22
Expense	
Personnel Expenses	
ER Taxes	490.88
Gross Wages	5,032.56
Total Personnel Expenses	5,523.44
Facilities/Equipment Expenses	12.29
Direct Services	
Trash Disposal	12,947.19
Drop Off Site Expenses	2,124.48
Recycling	1,920.72
Total Direct Services	16,992.39
Total Expense	22,528.12
Net Ordinary Income	22,184.10
Net Income	22,184.10

Northwest Vermont Solid Waste Mgt District Profit & Loss Budget vs. Actual

July 2024

7:22 AM

08/05/24

Accrual Basis

	Jul 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Compost Collection				
Commercial Route Compost	0.00	159,500.00	-159,500.00	0.0%
Brush Collection	82.00	500.00	-418.00	16.4%
Residential Route Composting	2,731.88	40,000.00	-37,268.12	6.8%
Compost Collection - Other	15.00			
Total Compost Collection	2,828.88	200,000.00	-197,171.12	1.4%
Computer/Electronic Recy Income	1,409.48	24,000.00	-22,590.52	5.9%
Grants				
Pesticide Grant	0.00	7,942.00	-7,942.00	0.0%
SWIP Grant	0.00	47,035.00	-47,035.00	0.0%
Total Grants	0.00	54,977.00	-54,977.00	0.0%
Hauler Licensing	1,470.00	1,600.00	-130.00	91.9%
Haz Waste Fees	2,455.50	28,000.00	-25,544.50	8.8%
Interest Income	0.00	5,300.00	-5,300.00	0.0%
Miscellaneous Income	-529.00	500.00	-1,029.00	-105.8%
Municipal Assessments	67,892.50	67,892.00	0.50	100.0%
Recycling Income	8,898.50	100,000.00	-91,101.50	8.9%
Sale of Recyclables	6,023.85	44,000.00	-37,976.15	13.7%
Trash Income	36,848.00	372,000.00	-335,152.00	9.9%
Surcharge Income	10,566.43	962,690.00	-952,124.57	1.1%
Composter Sales	50.00	2,000.00	-1,950.00	2.5%
Recycle Bin Sales	183.00	350.00	-167.00	52.3%
Minor A/R and A/P Charge-Off	-0.03			
Total Income	138,096.11	1,863,309.00	-1,725,212.89	7.4%
Cost of Goods Sold	882.40			
Cost of Goods Sold	882.40			
Total COGS	882.40			
Gross Profit	137,213.71	1,863,309.00	-1,726,095.29	7.4%
Expense				
Administration Expenses				
Advertising	500.05	3,000.00	-2,499.95	16.7%
Bank Service Charges				
Credit Card Processing	0.00	4,500.00	-4,500.00	0.0%
Total Bank Service Charges	0.00	4,500.00	-4,500.00	0.0%
Copier Lease	180.39	2,000.00	-1,819.61	9.0%
Dues	0.00	10,000.00	-10,000.00	0.0%
Insurance	-14.00	74,000.00	-74,014.00	-0.0%
Misc.	0.00	2,500.00	-2,500.00	0.0%
Office Equipment	0.00	6,500.00	-6,500.00	0.0%
Office Supplies	50.56	4,000.00	-3,949.44	1.3%
Postage and Delivery	0.00	1,700.00	-1,700.00	0.0%
Training/Development	0.00	5,000.00	-5,000.00	0.0%
Utilities	0.00	15,500.00	-15,500.00	0.0%

Northwest Vermont Solid Waste Mgt District Profit & Loss Budget vs. Actual July 2024

Accrual Basis

	Jul 24	Budget	\$ Over Budget	% of Budget
Total Administration Expenses	717.00	128,700.00	-127,983.00	0.6%
Personnel Expenses				
Benefits				
ER 457 Cont	763.59	65,454.00	-64,690.41	1.2%
Benefits - Other	25,684.01	227,474.00	-201,789.99	11.3%
Total Benefits	26,447.60	292,928.00	-266,480.40	9.0%
ER Taxes	989.16	33,861.91	-32,872.75	2.9%
Gross Wages	24,853.80	811,842.00	-786,988.20	3.1%
Payroll Processing	378.04	4,900.00	-4,521.96	7.7%
Total Personnel Expenses	52,668.60	1,143,531.91	-1,090,863.31	4.6%
Board of Supervisors				
VMBB Series 2024-1	0.00	38,070.00	-38,070.00	0.0%
Board Meetings/Retreats	0.00	500.00	-500.00	0.0%
Legal/Accounting	4,200.00	14,700.00	-10,500.00	28.6%
Property Taxes	0.00	10,000.00	-10,000.00	0.0%
Sheldon Land Note-Contingency	0.00	3,000.00	-3,000.00	0.0%
Total Board of Supervisors	4,200.00	66,270.00	-62,070.00	6.3%
Facilities/Equipment Expenses				
Mobile Equipment Maint/Repairs	51.20	30,000.00	-29,948.80	0.2%
Capital Maintenance	0.00	45,944.00	-45,944.00	0.0%
New Equipment	0.00	1,000.00	-1,000.00	0.0%
Building Improvements	0.00	1,000.00	-1,000.00	0.0%
Building Maintenance / Repairs	0.00	6,000.00	-6,000.00	0.0%
Equipment Supplies/Maintenance	3,569.11	10,000.00	-6,430.89	35.7%
Janitorial	522.80			
Mobile Equipment Fuel	54.54	58,000.00	-57,945.46	0.1%
Plowing/Mowing	385.00	3,000.00	-2,615.00	12.8%
Warehouse Supplies	7.43	5,000.00	-4,992.57	0.1%
Total Facilities/Equipment Expenses	4,590.08	159,944.00	-155,353.92	2.9%
Direct Services				
Trash Disposal	5,911.40	107,216.00	-101,304.60	5.5%
Enforcement	0.00	1,000.00	-1,000.00	0.0%
Community Assistance	0.00	1,000.00	-1,000.00	0.0%
Drop Off Site Expenses	1,505.57	12,000.00	-10,494.43	12.5%
Composting				
Commercial Route Compost	4,074.00			
Composting - Other	1,430.00	95,000.00	-93,570.00	1.5%
Total Composting	5,504.00	95,000.00	-89,496.00	5.8%
Recycling				
Computer/Electronic Collection	3,974.05	72,000.00	-68,025.95	5.5%
Education Outreach	0.00	3,800.00	-3,800.00	0.0%
Hazardous Waste	0.00	12,000.00	-12,000.00	0.0%
Total Direct Services	5,765.84	35,000.00	-29,234.16	16.5%
Total Direct Services	22,660.86	339,016.00	-316,355.14	6.7%
Cost of Composters Sold	49.66			

Northwest Vermont Solid Waste Mgt District
Profit & Loss Budget vs. Actual

July 2024

7:22 AM

08/05/24

Accrual Basis

	Jul 24	Budget	\$ Over Budget	% of Budget
Total Expense	84,886.20	1,837,461.91	-1,752,575.71	4.6%
Net Ordinary Income	52,327.51	25,847.09	26,480.42	202.5%
Net Income	52,327.51	25,847.09	26,480.42	202.5%

Northwest Vermont Solid Waste Mgt District

Receipts

July 2024

7:23 AM

08/05/24

Cash Basis

Jul 24

Alburgh Elementary	100.00
All Cycle-Williston	28,643.37
All Cycle - Highgate	83,009.73
All Metals Recycling	1,179.20
Bakersfield Elementary/Middle School	158.00
Bayside Pavillion	68.00
Berkshire School	117.50
Beth-El Court Association	68.00
Blair's Trucking Inc.	889.81
Carmola, Mary	5.00
Casella-Montpelier	1,793.51
Cherry Tree Court Apartments	75.50
Chevalier Drilling Company, Inc	42.00
CVOEO	28.00
Drake, The	83.00
Drop Off Sites	46,899.50
Duffy's	110.00
Earth Waste Systems	40.00
Enosburg Elementary School (c)	185.00
Enosburg Falls Middle School (c)	170.00
EZ Container Service	10.00
Fairfield Center School (c)	133.50
Fairfield Community Center	52.50
First Response Labor, LLC	40.00
Fletcher Town School District	115.00
Four Winds - Cathedral Square	113.00
Franklin County Rehab	220.00
Franklin Elementary (c)	95.00
Frost Beer	59.00
Gauthier	80.00
Georgia Elementary School	30.00
Georgia Market - c	128.00
Georgia Town School District (c)	233.00
Good Point Recycling, American Retroworks	594.97
Grand Isle, Town of	500.71
Grunts Move Junk	60.00
Hawks Nest Housing	113.00
Highgate Elementary	203.00
Highgate, Town of	4,513.60
Holy Angels Apartments	68.00
Huntington Estates HOA	68.00
Jeff's Seafood	180.50
Jerome Trucking	10.00
Kaiju Kitchen	68.00
Main Street Market	572.50
Maple Run School District Central Office	54.00
Mill River Brewing	673.00
Mimmo's-c	105.50
Myers	13,171.63
Northwest Counseling & Support Services	136.00
Northwest Medical Center/Hospitality (c)	548.00

Receipts

July 2024

Jul 24

Perrigo	1,199.50
Pet Food Warehouse	65.50
RGP Environmental - 1-800-Got Junk	60.00
Richford Elementary School	466.00
Richford High School	120.00
Rock Tenn	2,706.34
Simon's Island Beverage	85.00
St. Albans City School (c)	413.00
St. Albans Town School	203.00
Superior Technical Ceramics	85.00
Susan LeClair Catering	68.00
Swanton Elementary School-customer	188.00
Sweet	20.00
Sylvesters Rubbish Removal, LLC	6,816.05
Thai House	68.00
Traveled Cup - c	98.00
Tuttle's Trucking-Customer	10,063.46
USCIS	316.50
Villa, The	136.00
Warner Home	83.00
No name	150.00

TOTAL

210,024.88

Payments

July 2024

	<u>Jul 24</u>
All Cycle - Highgate Transfer	-8,278.83
Amazon.com	-85.57
Beaulieu, Mark	-12.06
Blue Cross and Blue Shield of VT	-13,490.73
Bourne's Energy	-54.54
Casella-Hyde Park Transfer Station	-1,963.04
CEJJ, INC.	-705.37
Champlain Valley Equipment	-3,569.11
Charlebois Truck Parts, Inc	-19.90
Chittenden Solid Waste District	-895.05
Comcast Business	-663.14
Cross Engineering	-13,126.25
De Lage Landen Financial Services, Inc.	-180.39
Drummac Wind River Environmental	-500.00
Evergreen Property Options, LLP	-385.00
Foley Services	-72.80
Geo S. Wood	-65.95
Georgia Auto Parts	-48.78
Green Mountain Power	-445.57
Hudak Farms	-8,749.00
Indeed	-500.05
Infinity Trust VSP	-198.26
Interstate Refrigerant Recovery, Inc	-297.00
J&L Hardware, Inc.	-934.79
K-N-S Tire Recycling	-1,628.00
King, Butch	-118.59
Madison National Life	-174.88
Misc	-6,664.94
Myers Recycling Center	-4,783.95
Northeast Delta Dental	-671.82
PayData	-69,021.20
R.L. Vallee, Inc.	-3,871.26
RHR Smith & Company	-4,200.00
Stitzel, Page & Fletcher, P.C.	-80.00
Taylor Pasha	-1,200.00
Vermont Electric Coop	-24.20
VT Gas Systems	-53.08
VT League of Cities & Towns	-997.50
W.B. Mason	-84.32
TOTAL	<u>-148,814.92</u>

Northwest Vermont Solid Waste Mgt District
Bakersfield Profit & Loss
 July 2024

	Jul 24
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	39.20
Haz Waste Fees	0.00
Recycling Income	15.00
Trash Income	3,206.00
Recycle Bin Sales	15.00
Total Income	3,275.20
Cost of Goods Sold	
Cost of Goods Sold	101.47
Total COGS	101.47
Gross Profit	3,173.73
Expense	
Personnel Expenses	
ER Taxes	94.32
Gross Wages	967.20
Total Personnel Expenses	1,061.52
Direct Services	
Trash Disposal	660.10
Drop Off Site Expenses	1,048.95
Recycling	160.80
Total Direct Services	1,869.85
Total Expense	2,931.37
Net Ordinary Income	242.36
Net Income	242.36

Northwest Vermont Solid Waste Mgt District
Georgia Drop Off Site Profit & Loss
 July 2024

	Jul 24
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	1,162.28
Haz Waste Fees	2,454.50
Miscellaneous Income	-529.00
Recycling Income	7,177.50
Sale of Recyclables	1,500.40
Trash Income	20,498.50
Composter Sales	50.00
Recycle Bin Sales	148.00
Total Income	32,462.18
Cost of Goods Sold	
Cost of Goods Sold	615.55
Total COGS	615.55
Gross Profit	31,846.63
Expense	
Administration Expenses	
Office Supplies	0.00
Total Administration Expenses	0.00
Personnel Expenses	
ER Taxes	803.58
Gross Wages	8,241.96
Total Personnel Expenses	9,045.54
Direct Services	
Trash Disposal	3,049.09
Drop Off Site Expenses	114.16
Recycling	2,622.60
Total Direct Services	5,785.85
Cost of Composters Sold	49.66
Total Expense	14,881.05
Net Ordinary Income	16,965.58
Net Income	16,965.58

Montgomery Profit & Loss

July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	52.00
Recycling Income	560.60
Trash Income	4,597.50
Total Income	<u>5,210.10</u>
Gross Profit	5,210.10
Expense	
Personnel Expenses	
ER Taxes	128.42
Gross Wages	1,317.03
Total Personnel Expenses	1,445.45
Direct Services	
Trash Disposal	749.98
Drop Off Site Expenses	114.16
Recycling	200.25
Total Direct Services	<u>1,064.39</u>
Total Expense	<u>2,509.84</u>
Net Ordinary Income	<u>2,700.26</u>
Net Income	<u><u>2,700.26</u></u>

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Brush Collection	82.00
Total Compost Collection	82.00
Computer/Electronic Recy Income	156.00
Haz Waste Fees	1.00
Recycling Income	1,018.00
Trash Income	4,547.00
Recycle Bin Sales	20.00
Total Income	5,824.00
Cost of Goods Sold	
Cost of Goods Sold	135.29
Total COGS	135.29
Gross Profit	5,688.71
Expense	
Personnel Expenses	
ER Taxes	129.05
Gross Wages	1,323.50
Total Personnel Expenses	1,452.55
Direct Services	
Trash Disposal	885.40
Drop Off Site Expenses	114.16
Recycling	990.40
Total Direct Services	1,989.96
Total Expense	3,442.51
Net Ordinary Income	2,246.20
Net Income	<u>2,246.20</u>

St. Albans Profit & Loss

July 2024

	<u>Jul 24</u>
Ordinary Income/Expense	
Income	
Trash Income	3,999.00
Total Income	<u>3,999.00</u>
Gross Profit	3,999.00
Expense	
Personnel Expenses	
ER Taxes	37.76
Gross Wages	387.12
Total Personnel Expenses	424.88
Direct Services	
Trash Disposal	566.83
Drop Off Site Expenses	114.14
Total Direct Services	<u>680.97</u>
Total Expense	<u>1,105.85</u>
Net Ordinary Income	<u>2,893.15</u>
Net Income	<u><u>2,893.15</u></u>

Finance Report: 8.5.2024

In brief:

1. Received the draft of the FY23 audit a few weeks ago. They have me calculating some things that our old firm did themselves but regardless it is complete with that information on their end. There was one adjusting transaction that involved inventory which I have questioned but have not received a response yet. With this, we can count on 110K as a surplus from FY23 which has already been set aside for compost trucking purposes (100K from memory). They had two comments on the FY23 audit, one in relation to cleaning up old uncashed checks. Many were from the Covid period Amazon orders of things that just did not ship. I am working on that clean up for the FY24 audit. The other was a policy that I am questioning as frankly I don't know what they mean.

I have paid the initial payment for the FY24 audit but have not received any contact in relation to scheduling that audit. I have requested from them a conference call to discuss the timing going forward and the auditing of the building project funds. This addition may be an additional expense to the district.

2. A compost truck has been purchased, delivered and is in use alleviating the District of further rentals. It's a used fleet Isuzu from Ryder Truck Sales. The total for this interim vehicle was just under 30K and has been paid for with Capital funds. This leaves 60K for further trucking expenses & modifications for the compost route.
3. FY24 is wrapping up with just a few outstanding transactions and correction of small issues (payroll as always). It is complete enough to suggest an appx. 10K surplus, better than anticipated.
4. The situation with the building project has brought additional considerations for finance. To assist the board with the decisions that will need to be made I am preparing some pertinent information about our finances. In addition I am in the process of gathering information in relation to the possibility of financing the balance of this project. I hope to have some information for the meeting in relation to this.
5. The June 2024 board minutes were slightly challenging as the recording did not record....I did the best I could from this old memory but if there is something not correct or something of importance missed, please let me know. Attendance should be checked as well.

While finance is still dealing with FY23 & FY24, we are now in FY25.

With hopes for a good year. Pam