

To: ISWR Advisory Board
From: ISWR Staff
Date: May 2022
Re: Staff Report

ISWR Superintendent – Brenda Ashworth:

- 1) **Staffing** - ISWR currently has an opening for a Scale Operator and is advertising for that position. Nancy Frost joined ISWR as our Customer Service Representative in April, Welcome Nancy!
- 2) **ISWR Infrastructure Maintenance, Repairs, and Improvements/Capital Projects**
 - **Electrical Service upgrade** – The electrical service upgrade is generally complete. Asphalt patching remains but will be finished as temperatures allow.
 - **Sort System Installation** – The sort system installation is on schedule. The installation of the major components will be the last week in May. Electronic panels are slightly delayed. The system should be fully operational by the second week in July.
 - **Dead Animal Pit Closure** – MD Nurser and Excavation was the low bidder for the project. The contract will be presented before the BCC on May 3 and work will be complete in July.

Financial Accountant – Caroline Sheahan:

- 1) **Finances for ISWR – FY2022** (*please see attached dashboard*)

We are nine months into this fiscal year with ~four months of expenses still to record due to the annual accruals. I have been and will continue to make monthly yearend revenue and expense projections. Despite all the uncertainties in the world, ISWR is having another good year.

 - Transfer Station inbound tonnages are down .65% or 220 tons YOY. Revenue is up 10.9% or \$257,575 YOY and ahead of budget by \$272,739. This is due to the fee increases this fiscal year. C&D tonnages are down 12.16%.
 - Commodity tonnages at the recycling center are up 7.6% or 224 tons. OCC tonnage is up 20% or 270 tons (nine semi loads). The three commodity revenue drivers are UBCs/aluminum cans, OCC, and scrap metal (at the TTS). Recycling revenue is up 34.8% YOY or \$264,344 and ahead of budget by \$318,435. This figure includes recycled material sales, services, scrap metal, donations, and grants.
 - Total ISWR revenue is up 10.9% YOY or \$531,221.
 - Operating expenses are up by 4.3% or \$132,178 and salaries and benefits are up .3% or \$2,539.

- Capital expenditures are up \$36,128 YOY. We will see a significant increase in the 4th quarter. The capital budget is \$209,334 and we are on target to spend \$203,365.

As of March 31, 2022, I am anticipating that ISWR FY2022 yearend revenue will come in ~\$500,000 over budget and expenses will come in ~\$400,000 over budget. I have been conservative with my revenue projections and included all potential expenses.

2) FY2023 Budget

Brenda, Heather, and I met with Alyssa last month to review our budgets. There were no surprises and just two small adjustments to Fund 30 expenses. To balance the Fund 30 budget, I reduced the capital reserve contribution from \$48,675 to \$47,005.

There were no recommended changes to the Fund 34, Fund 44, and Fund 12 budgets. Public Works/ISWR meets with the Board of County Commissioners on May 4th to review the FY23 budgets.

3) Recycling Center Commodity Markets and Scrap metal Cleanup at the TTS April 2022

Corrugated Cardboard: OCC \$90/ton. Up 67% from last FY. Down \$5/ton from last month. The high this fiscal year was in September and the price was \$140/ton.

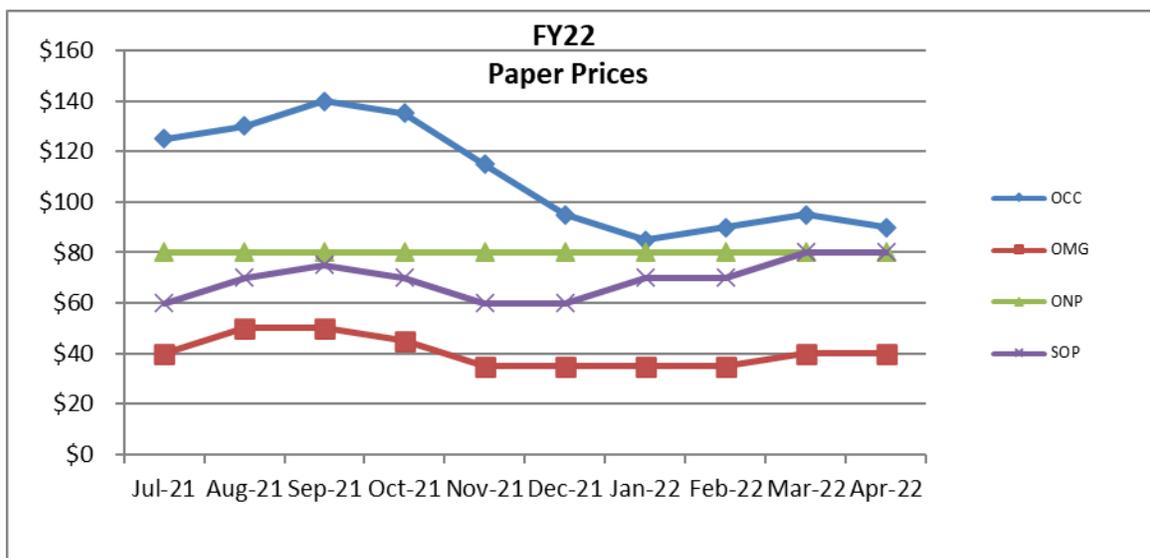
Office Pack: OP \$80/ton. Up 58% from last year and no change from the previous month. The last time we received \$80/ton was in June of 2019.

Newspaper: ONP \$80/ton. Up 30% from last FY and no change from last month. ONP is going to an insulator in Twin Falls, ID for \$80/T. If I were selling it to be recycled, we would receive \$60/T.

Magazines: OMG \$40/ton. Up 204% from last FY and no change from last month.

Aluminum UBCs: \$1.16/lbs. \$2,320/ton Up 78% from last FY.

Scrap Metal: \$233/ton. \$181/ton in November 2021 and \$183 in July 2021



4) Reserves

In April, we funded our budgeted \$266,185 capital reserve contribution. The finance committee is tasked with creating ISWR's reserve policy. We have loosely been following the Fund 10/General Fund fiscal policies which state we should have 2.5 months of operation reserves (capital excluded) and 20% of the budget (capital excluded) for capital reserves. We will draft our own policy and bring it to the board for approval.

Our current reserves are as follows:

Capital Reserves \$1,004,866
Operating Reserves \$900,000

5) Transfer Station Construction Projects and Funding

With the dead animal pit capping and closure expected to be completed this calendar year, ISWR will put the finishing touches on the 10-year/\$24 M "Taming the Wild Waste" construction projects. Over the last decade, ISWR constructed a new scale house with an inbound and an outbound scale, a new larger and safer transfer station, a new and improved compost facility, and capped and closed the landfill. These projects were funded by a 2006 SPET fund (\$1,383,660), a 2012 SPET fund (\$1,4796,776), a Consensus Block grant (\$250,000) and two Cease and Transfer grants from the State (\$6,995,188). It has been a Herculean accomplishment and one that I am so pleased to report is coming in at the original budget created over 10-years ago by Heather. It has been an amazing partnership with the Office of State Lands and Investment, the Wyoming DEQ, a myriad of dedicated and hardworking contractors, engineers, ISWR staff, and the voters of Teton County. With these capital improvements, Teton County is poised to take solid waste management into the future.

Waste Diversion and Outreach Coordinator – Becky Kiefer

- 1) **New Recycling Signs** – ISWR received three quotes through an informal bid process for the manufacturing of new Recycling Signs. The low bidder was Sign Solutions USA, out of Fargo, ND. The contract for the purchase of custom goods will go before the Board of County Commissioners on May 3rd, at which point the manufacturing process will begin.
- 2) **Sustainable Business Leaders** – ISWR and the Riverwind Foundation worked closely with local graphic design artist, Kenna Kuhn, to create a new logo for the renamed Sustainable Business Leaders program.



Two new Hotshots were hired in March to work alongside previous Hotshot, JoJo Denmark, and Program Manager, Carlyann Edwards. Businesses will be asked to retake the updated survey with the help of the Hotshots and receive their new logo as well as updated resources for increased sustainability.

- 3) **Sustainability Series** – The Sustainability Series is this spring with three (3) one-hour virtual events. Yellowstone-Teton Clean Cities hosted the first event on April 21st on Drive Electric Earth Day. Energy Conservation Works is on deck for the next event on May 12th and ISWR will host on June 30th. More information on how to access and attend the event will be sent soon.
- 4) **Spring Clean Up** – The one-day event at the Rodeo Grounds is scheduled for Friday, May 13 from 9 am to 6 pm. **Volunteers are needed and appreciated** for an hour up to a few hours of the day. Please email rkiefer@tetoncountywy.gov if you are available.

Spring Clean-Up!

<p style="text-align: center;">MAY 7-15 SPRING BURN WEEK</p> <p style="text-align: center;">BURNS ARE LIMITED TO DRY GRASS, LEAVES, TWIGS, SMALL BRANCHES AND CLEAN WOOD</p> <p>Call dispatch <i>PRIOR</i> to burning anything; (307) 733-2331</p> <p>For recommendations on maintaining a Firewise landscape contact Jackson Hole Fire/EMS</p>	<p style="text-align: center;">MAY 13 RODEO GROUNDS</p> <p style="text-align: center;">FREE RESIDENTIAL YARD WASTE DROP OFF ONLY</p> <p>9am - 6pm</p> <p>Compostable bags available</p> <ul style="list-style-type: none"> • Town Hall • Public Works Administration • Recycling Center 	<p style="text-align: center;">MAY 9-14 TRANSFER STATION</p> <p style="text-align: center;">FIRST 500 POUNDS FREE FOR RESIDENTIAL YARD WASTE DROP OFF ONLY</p> <p>M-F: 7am - 3pm Saturday: 9am-1pm</p> <p>Compostable bags available</p> <ul style="list-style-type: none"> • Town Hall • Public Works Administration • Recycling Center
<p>MAY 14 COMMUNITY LITTER CLEAN UP Meet at Phil Baux or Old Wilson Schoolhouse at 8:00am</p>		
<p>LEARN MORE: TETONCOUNTYWY.GOV/RECYCLE OR TOWNOFJACKSON.COM</p>		
		

- 5) **EcoFair** – EcoFair is scheduled, live and in person, this year on Saturday, May 14 from 12-5 pm on the Center Lawn at the Jackson Hole Center for the Arts. ISWR is continuing sponsorship in support of the event and has had an overwhelming outpour of people available and willing to volunteer at the event. Thank you! We look forward to seeing the rest of you there!

6) Education –



ISWR has hosted six kindergarten and first-grade class field trips in the last two weeks celebrating Earth Day, and more are on the schedule. It is exciting to have students back for educational tours. Recycling participation in the Teton County School District has been down and ISWR staff are strategizing how to increase participation. The educational field trips are a great first step.