

Solid Waste Summary

	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Orig. FY 05	% Change From Adj. FY 05
Solid Waste Management	\$97,115	\$1,421,710	\$1,421,196	\$1,126,120	-20.79%	-20.76%
Closed Landfills	86,893	126,595	126,595	126,330	-0.21%	-0.21%
County Waste Removal	282,257	142,900	142,420	160,860	12.57%	12.95%
Northern Landfill	1,242,387	1,382,670	1,382,670	1,670,390	20.81%	20.81%
Recycling Operations	204,286	216,450	216,133	251,660	16.27%	16.44%
Solid Waste Accounting	570,046	773,665	783,198	679,320	-12.19%	-13.26%
Solid Waste Transfer Station	4,578,387	4,950,655	4,950,655	4,885,900	-1.31%	-1.31%
Total Solid Waste	\$7,061,370	\$9,014,645	\$9,022,867	\$8,900,580	-1.27%	-1.36%

Budget Changes

- The 20.76% decrease in the FY 06 Solid Waste Management Budget is due to an adjustment in the post-closure liability expense and a decrease in retained earnings based upon projected revenues for FY 06. Retained earnings are based on all revenues less all expenditures in the fund.
- The Closed Landfills budget includes \$40,000 for the installation of a landfill gas extraction system at the Hoods Mill Landfill.
- The 12.95% increase in the County Waste Removal Budget in FY 06 is due to the initiation of a County owned dumpster replacement schedule.
- The 20.81% increase in the Northern Landfill Budget in FY 06 is due to the addition of a Maintenance Technician, escalating fuel prices, leachate disposal and the replacement of heavy machinery.
- The 16.44% increase in Recycling Operations in FY 06 is due to the addition of e-cycling events and allocating more electricity from the transfer station operation to the Material Recycling Facility (MRF) based upon consumption.
- The 13.26% decrease in Solid Waste Accounting Budget in FY 06 due to an adjustment in the landfill closure and postclosure costs.
- The 1.31% decrease in the Solid Waste Transfer Station Budget in FY 06 due to a decrease in projected in-bound tonnage.

Highlights, Changes and Useful Information

- The FY 06 budget includes a \$2,121,190 General Fund Transfer to cover part of debt service and to reduce the retained deficit in the fund. There is an additional transfer of \$523,810 to the Solid Waste Capital Budget to fund the future construction of cell three at the Northern Landfill.
- Northern Landfill is the only operational landfill in the County and receives approximately 110,000 tons of waste annually. Approximately 90% of this waste is transferred to a landfill in Virginia for disposal.

Solid Waste Management

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$71,075	\$74,180	\$73,666	\$78,540	5.88%	6.62%
Operating	26,040	29,965	29,965	89,910	200.05%	200.05%
Capital Outlay	0	0	0	0	0.00%	0.00%
Depreciation	0	0	0	0	0.00%	0.00%
Retained Earnings	0	1,317,565	1,317,565	957,670	-27.32%	-27.32%
Total	\$97,115	\$1,421,710	\$1,421,196	\$1,126,120	-20.79%	-20.76%
Employees FTE	0.85	0.85	0.85	0.85	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Franklin G. Schaeffer, Deputy Director, Enterprise Funds Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082

Mission and Goals

To provide the most cost effective and efficient services for waste disposal, removal and recycling for County residents and businesses.

Goals Include:

- Serve the public and County owned properties and school facilities.
- Educate the public on the effects of waste management and recycling.
- Keep the County staff informed of operations.
- Monitor landfills for any environmental impacts.

Description

Solid Waste Management Supervision is responsible for:

- Carroll County's only full-time operational landfill (Northern)
- Hoods Mill Landfill's drop off site
- Monitoring of the five closed landfills
 - Bark Hill
 - Hodges
 - John Owings
 - Kate Wagner
 - Hoods Mill
- Recycling Operations
- Waste removal services for the public schools and County-owned facilities
- Mulch/compost program
- Maintaining and updating the Ten Year Solid Waste Management Plan
- Contracting for waste transfer to a landfill in Virginia

Program Highlights

- In calendar year 2004, the Carroll County Recycling Program recycled 44% of total waste.
- In FY 04, 104,156 tons of solid waste were transferred to a landfill in Virginia for disposal. This was 12,576 more than FY 03.
- FY 06 will be the second year of a five-year contract with Waste Management for waste transfer to a landfill in Virginia for disposal.

Budget Changes

- Differences between the FY 05 Original Budget, the FY 05 Adjusted Budget and the FY 06 Budget in personnel expenses are the result of changes due to salary and fringe adjustments.
- The 200.05% in the operating budget in FY 06 due to one-time funding of a solid waste management study to be performed in conjunction with Frederick County in FY 06 to evaluate opportunities for regional solid waste solutions.
- Retained earnings decreased 27.32% in FY 06 is due to a decrease in revenue projections. Retained earnings are based on all revenues less all expenditures in the Fund. These earnings will be used to offset operating costs and to reduce the retained deficit in the fund.

Positions

Title	Type	FTE
Administrative Office Associate	Full-time	0.40
Deputy Director, Enterprise Funds Management	Full-time	0.40
Director, Public Works	Full-time	0.05
Total		0.85

10% of the Deputy Director position is charged to the General Fund, 40% to Solid Waste and 50% to the Utilities Enterprise Fund. 90% of the Director position is charged to the General Fund, while 5% is charged to the Solid Waste Enterprise Fund and 5% to the Utilities Enterprise Fund. 10% of the Administrative Office Associate position is charged to the General Fund, 40% to the Solid Waste Enterprise Fund and 50% to the Utilities Enterprise Fund.

Closed Landfills

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Operating	86,893	66,595	66,595	76,030	14.17%	14.17%
Capital Outlay	0	60,000	60,000	50,300	-16.17%	-16.17%
Total	\$86,893	\$126,595	\$126,595	\$126,330	-0.21%	-0.21%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Franklin G. Schaeffer, Deputy Director, Enterprise Funds
Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082

Mission

To ensure all regulatory requirements of the Environmental Protection Agency and Maryland Department of the Environment are met.

Description

The funds in this budget support five closed landfills in the County:

- Hoods Mill Landfill
- Bark Hill Landfill
- Hodges Landfill
- John Owings Landfill
- Kate Wagner Landfill

Federal law requires the County to perform ground water monitoring for thirty years after closure. Bark Hill and Hoods Mill landfills still produce leachate that must be treated. Leachate is a liquid produced when rain water and other moisture travels through the waste.

Hoods Mill Landfill continues to serve as a drop-off site for residents on Saturdays only. Waste is transferred to the Northern Landfill where it is consolidated and hauled to a landfill in Virginia for disposal. Recyclables and yard trim are hauled to Northern Landfill and handled on site.

Budget Changes

- The 14.17% increase in the operating budget in FY 06 is a result of the addition of Kate Wagner landfill groundwater monitoring and a more intensive monitoring of Hoods Mill landfill.
- Included in FY 06 capital outlay is \$40,000 for the installation of a landfill gas extraction system for the Hoods Mill Landfill.

County Waste Removal

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$79,040	\$91,325	\$90,845	\$93,200	2.05%	2.59%
Operating	41,898	29,900	29,900	42,260	41.34%	41.34%
Capital Outlay	149,304	6,775	6,775	10,500	54.98%	54.98%
Depreciation	12,015	14,900	14,900	14,900	0.00%	0.00%
Total	\$282,257	\$142,900	\$142,420	\$160,860	12.57%	12.95%
Employees FTE	2.00	2.00	2.00	2.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Franklin G. Schaeffer, Deputy Director, Enterprise Funds
Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082

Mission

To provide the most efficient and lowest cost trash and recyclable removal services at approximately eighty public locations.

Description

The County uses two front-end loader trucks to collect over 2,000 tons of solid waste annually from County owned and public school facilities. The waste is taken to Northern Landfill's transfer station then hauled to a landfill in Virginia for disposal.

Program Highlights

The County fulfilled a three-year contract to provide waste removal services to the Board of Education. There is presently a three-year option contract, of which the County is in the third year. Currently, the Board of Education pays approximately \$140,000 a year and County facilities pay approximately \$70,000 for County waste removal services.

Budget Changes

- The difference's between the FY 05 Original Budget, FY 05 Adjusted Budget and the FY 06 Budget in personnel is due to salary and fringe adjustments.
- The 41.34% increase in operating in FY 06 is due to escalating fuel expenses and repairs to existing equipment.
- The 54.98% increase in capital outlay in FY 06 is due to the start of a replacement schedule for County owned dumpsters.

Positions

Title	Type	FTE
Landfill Equipment Operator	Full-time	2.00
Total		2.00

Northern Landfill

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$648,304	\$662,090	\$662,090	\$746,290	12.72%	12.72%
Operating	457,911	355,410	355,410	443,860	24.89%	24.89%
Capital Outlay	105,549	296,180	296,180	433,250	46.28%	46.28%
Depreciation	30,623	68,990	68,990	46,990	-31.89%	-31.89%
Total	\$1,242,387	\$1,382,670	\$1,382,670	\$1,670,390	20.81%	20.81%
Employees FTE	12.00	12.00	12.00	13.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Franklin G. Schaeffer, Deputy Director, Enterprise Funds Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082

Mission

To ensure adequate space for land filling non-transferable waste by conserving existing air space and planning for landfill cell expansion when needed.

Description

Northern is the County's only operational landfill. It provides facilities for:

- Recycling
- Composting
- Yard trim
- Oil and tire collection
- Swap shop
- Scrap metal/White goods

To save space and prolong the life of the Northern Landfill, approximately 90% of the waste materials collected are transferred to a landfill in Virginia.

Budget Changes

- The 12.72% increase in personnel in FY 06 is due to the addition of a Maintenance Technician, increased fringe benefit costs and changes related to salary adjustments.
- The 24.89% increase in operating expenses in FY 06 is mainly due to an increase in the amount of leachate removed from the landfill and increased fuel expense.
- The 46.28% increase in capital outlay in FY 06 is due to the replacement of a tub grinder.
- The 31.89% decrease in depreciation in FY 06 is due to several fully depreciated assets.

Positions

Title	Type	FTE
Foreman	Full-time	2.00
Heavy Equipment Mechanic	Full-time	1.00
Landfill Equipment Operator	Full-time	7.00
Landfill Superintendent	Full-time	1.00
Maintenance Technician	Full-time	1.00
Office Associate IV	Full-time	1.00
Total		13.00

Recycling Operations

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$58,769	\$63,145	\$62,828	\$65,995	4.51%	5.04%
Operating	112,419	120,405	120,405	152,765	26.88%	26.88%
Capital Outlay	0	0	0	0	0.00%	0.00%
Depreciation	33,098	32,900	32,900	32,900	0.00%	0.00%
Total	\$204,286	\$216,450	\$216,133	\$251,660	16.27%	16.44%
Employees FTE	1.00	1.00	1.00	1.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Franklin G. Schaeffer, Deputy Director, Enterprise Funds Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082

Mission and Goals

To promote an integrated Solid Waste Management Program that includes: waste prevention, reuse, recycling and minimal waste disposal by providing residents and businesses with information, training and outreach in order to benefit the environment by saving natural resources, energy, landfill space and prevent pollution.

Goals Include:

- Educate County residents and businesses on proper waste management practices including:
 - Waste prevention
 - Reuse
 - Recycling
 - Minimal disposal
- Exceed the State of Maryland's recycling mandate of 20% and their goal of 40% of total waste recycled.

Description

The County offers voluntary recycling opportunities for all residents. Licensed haulers are required to offer all of their customers a curbside recycling service. A full-service recycling center at the Northern Landfill and a drop-off site at Hoods Mill Landfill are provided for residents who wish to haul their own waste to the landfill. The items the County accepts for recycling include:

- Paper and cardboard
- Plastics
- Textiles
- Car and truck batteries
- Aluminum
- White goods/scrap metal
- Yard trimmings
- Glass

Some staff members at the recycling center are hired through the Association for Retarded Citizens (The Arc) and the Volunteer Community Service Program supplies additional help.

Program Highlights

- Through all recycling efforts, Carroll County achieved a 44% recycling rate in 2003.
- Northern Landfill accepted and processed approximately 17,000 tons of yard trimmings in FY 04.
- Over 4,000 residents visit the Northern Landfill Swap Shop monthly.

Budget Changes

- The 5.04% increase in personnel in FY 06 is due to salary adjustments.
- The 26.88% increase in operating in FY 06 is due to the addition of eCycling events and an increase in the amount of electricity allocated from the transfer station.

Positions

Title	Type	FTE
<i>Recycling Manager</i>	Full-time	1.00
Total		1.00

Solid Waste Accounting Administration

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$205,600	\$258,025	\$257,048	\$247,570	-4.05%	-3.69%
Operating	319,437	505,230	505,230	412,040	-18.45%	-18.45%
Capital Outlay	326	450	450	450	0.00%	0.00%
Depreciation	44,683	9,960	20,470	19,260	93.37%	-5.91%
Total	\$570,046	\$773,665	\$783,198	\$679,320	-12.19%	-13.26%
Employees FTE	5.75	5.75	5.75	5.75	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

Michael Ensor, Accounting Supervisor (410) 386-2008
Deborah Effingham, Budget Analyst (410) 386-2082

Mission

To provide accounting tasks and system support for the Solid Waste Enterprise Fund and to provide customer service to all users of the landfill.

Description

This budget reflects the cost of accounting and weighmaster operations at Northern Landfill. The responsibilities include:

- Determining the type of waste being brought into the landfill
- Determining eligibility of the waste being brought in (generally only waste generated in Carroll County is accepted)
- Collecting landfill fees
- Keeping records of what type of waste is brought in by haulers
- Forecasting revenues and expenditures
- Monitoring current revenues and expenditures
- Billing
- Calculating bond interest
- Calculating depreciation

Budget Changes

- The difference between the FY 05 Original Budget and the FY 05 Adjusted Budget in personnel expenses is the result of salary adjustments.
- The 3.69% decrease in personnel in FY 06 is due to changes in fringe benefit elections and salary adjustments.
- The 18.45% decrease in operating expenses in FY 06 is due to an adjustment in the landfill closure and postclosure costs. The County is required to monitor all closed landfills for thirty years.

Positions

Title	Type	FTE
Accounting Associate	Full-time	0.50
Accounting Supervisor	Full-time	0.50
Weighmaster	Full-time	4.75
Total		5.75

50% of the Accounting Associate and Accounting Supervisor's positions are charged to the Utilities Enterprise fund.

Solid Waste Transfer Station

Description	Actual FY 04	Original Budget FY 05	Adjusted Budget FY 05	Proposed Budget FY 06	% Change From Original FY 05	% Change From Adjusted FY 05
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Operating	4,578,387	4,950,655	4,950,655	4,885,900	-1.31%	-1.31%
Capital Outlay	0	0	0	0	0.00%	0.00%
Total	\$4,578,387	\$4,950,655	\$4,950,655	\$4,885,900	-1.31%	-1.31%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

**Franklin G. Schaeffer, Deputy Director, Enterprise Funds
Management (410) 386-2035
Deborah Effingham, Budget Analyst (410) 386-2082**

Mission

To ensure the station is maintained in accordance with the Maryland Department of the Environment's requirements.

Description

The transfer station became operational on December 1, 1998. It allows the County to accept solid waste from residents and businesses and then transport the waste to a landfill in Virginia for disposal. Approximately twenty trailers are loaded daily for the trip to the landfill in Virginia.

Transferring solid waste instead of burying it in the landfill saves landfill space, which is expensive to create and maintain. Since operations began, the percentage of waste transferred has increased from 86% to 90%.

Budget Changes

The 1.31% decrease in the FY 06 budget is due to the combination of tonnage projections and contract pricing for waste disposal through Waste Management of Maryland, Inc.