

# Solid Waste Enterprise Fund Summary

Sources of Funding	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Orig. FY 07	% Change From Adj. FY 07
Tipping Fees	\$5,251,245	\$6,226,950	\$6,226,950	\$6,383,000	2.51%	2.51%
County Hauling	244,112	293,880	293,880	309,210	5.22%	5.22%
Interest Income	392,617	425,000	425,000	125,000	-70.59%	-70.59%
Rents and Royalties	67,457	177,450	177,450	177,450	0.00%	0.00%
Recycling	202,325	181,350	181,350	225,000	24.07%	24.07%
Miscellaneous	39,409	28,500	28,500	10,000	-64.91%	-64.91%
Bond Funding		0	0	774,000		
Transfers in from the General Fund	2,645,000	2,645,190	2,645,190	2,645,000	-0.01%	-0.01%
Tipping Fees to Capital Projects*	758,578	257,000	257,000	113,000	-56.03%	-56.03%
<b>Total Sources of Funding</b>	<b>\$9,600,743</b>	<b>\$10,235,320</b>	<b>\$10,235,320</b>	<b>\$10,761,660</b>	<b>5.14%</b>	<b>5.14%</b>

Uses of Funding						
Solid Waste Management**	\$189,562	\$1,422,950	\$1,419,297	\$964,330	-32.23%	-32.06%
Closed Landfills	129,206	97,760	97,760	136,590	39.72%	39.72%
County Waste Removal	163,090	187,580	187,590	373,140	98.92%	98.91%
Northern Landfill	1,902,187	1,865,560	1,869,320	2,237,800	19.95%	19.71%
Recycling Operations	202,350	204,130	204,130	214,020	4.84%	4.84%
Solid Waste Accounting	574,406	673,400	673,283	616,580	-8.44%	-8.42%
Solid Waste Transfer Station	5,201,101	5,002,940	5,002,940	5,332,200	6.58%	6.58%
Capital Projects	51,730	781,000	781,000	887,000	13.57%	13.57%
<b>Total Uses of Funding</b>	<b>\$8,413,632</b>	<b>\$10,235,320</b>	<b>\$10,235,320</b>	<b>\$10,761,660</b>	<b>5.14%</b>	<b>5.14%</b>
Fund Balance	\$1,187,111	\$0	\$0	\$0	0.00%	0.00%
Cumulative Fund Balance	(\$5,753,690)	(\$5,753,690)	(\$5,753,690)	(\$5,753,690)	0.00%	0.00%

\* operating cash used for capital project funding

\*\* excludes cash used for capital project funding of \$113,000

# Solid Waste Operating Summary by Function

Function	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Adopted Budget FY 08	% Change From Orig. FY 07	% Change From Adj. FY 07
Solid Waste Management	\$189,475	\$1,679,950	\$1,676,297	\$1,077,330	-35.87%	-35.73%
Closed Landfills	97,188	97,760	97,760	136,590	39.72%	39.72%
County Waste Removal	160,134	187,580	187,590	373,140	98.92%	98.91%
Northern Landfill	1,763,142	1,865,560	1,869,320	2,237,800	19.95%	19.71%
Recycling Operations	185,700	204,130	204,130	214,020	4.84%	4.84%
Solid Waste Accounting	781,621	673,400	673,283	616,580	-8.44%	-8.42%
Solid Waste Transfer Station	5,201,101	5,002,940	5,002,940	5,332,200	6.58%	6.58%
<b>Total Solid Waste</b>	<b>\$8,378,361</b>	<b>\$9,711,320</b>	<b>\$9,711,320</b>	<b>\$9,987,660</b>	<b>2.85%</b>	<b>2.85%</b>

## 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.
- Monitor landfills for any environmental impact

## Operating Budget Changes

- The differences between the FY 07 Original Budgets and the FY 07 Adjusted Budgets are due to salary adjustments.
- The 35.73% decrease in Solid Waste Management in FY 08 is primarily due to a decrease in retained earnings. Retained earnings are based on all revenues less all expenditures in the fund. Increased expenditures in FY 08 include repairs and replacements for existing heavy equipment and additional leachate removal with the opening of the new landfill cell 3.
- The 39.72% increase in Closed Landfills in FY 08 is primarily due to methane gas probe installations at Hodges and Bark Hill landfills and increased costs for ground water and methane gas monitoring.
- The 98.91% increase in County Waste Removal in FY 08 is due to the one-time cost for replacing a front-end load garbage truck.
- The 19.71% increase in Northern Landfill in FY 08 is primarily due to increased leachate disposal with the opening of the new cell 3 and for repairs to heavy equipment.
- The 8.42% decrease in Solid Waste Accounting in FY 08 is primarily due to a decrease in bond interest expense.
- The 6.58% increase in Solid Waste Transfer Station in FY 08 is primarily due to an increase in tonnage transferred to a Waste Management landfill in Virginia and an increase in contract price for transfer operations.

## Highlights, Changes and Useful Information

- Northern Landfill is the only operational landfill in the County and receives approximately 114,000 tons of waste annually. Approximately 92.5% of this waste is transferred to a landfill in Virginia for disposal. In FY 06, the landfill received 116,300 tons of waste. 105,700 tons were transferred to Virginia for disposal. In calendar year 2005, the County achieved a 34% recycling rate.
- The Department of Public Works with the assistance of the Northeast Maryland Waste Disposal Authority is developing a solid waste management plan to meet the long-term disposal needs of the County. Areas of focus include the following:
  - Enhancing recycling efforts
  - Cost estimation and possible site locations for a waste-to-energy facility
  - Economic impacts of a solid waste program and equitable cost sharing
  - Exploring joint disposal efforts with surrounding jurisdictions
  - Site selection for future landfills

# Solid Waste Management

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$111,584	\$162,400	\$162,388	\$187,720	15.59%	15.60%
Operating	77,160	33,310	33,310	39,790	19.45%	19.45%
Capital Outlay	732	0	0	0	0.00%	0.00%
Depreciation	0	0	0	0	0.00%	0.00%
Retained Earnings	0	1,484,240	1,480,599	849,820	-42.74%	-42.60%
<b>Total</b>	<b>\$189,475</b>	<b>\$1,679,950</b>	<b>\$1,676,297</b>	<b>\$1,077,330</b>	<b>-35.87%</b>	<b>-35.73%</b>
Employees FTE	0.85	2.05	2.05	2.05	-----	-----

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

## Contact

**J. Michael Evans, Director of Public Works (410) 386-2076**  
**Deborah Effingham, Senior 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

- The Department of Public Works with the assistance of the Northeast Maryland Waste Disposal Authority is

developing a solid waste management plan to meet the long-term disposal needs of the County. Areas of focus include:

- Enhancing recycling efforts
- Cost estimation and site locations for a waste-to-energy facility
- Economic impacts of a solid waste program and equitable cost sharing
- Exploring joint disposal efforts with surrounding jurisdictions
- Site selection for future landfills
- In FY 06, the landfill received 116,300 tons of waste. 105,700 tons were transferred to Virginia for disposal.
- In calendar year 2005, the County achieved a 34% recycling rate.

## Budget Changes

- The 15.60% increase in personnel is primarily due to the planned 5% growth in salaries between FY 07 and FY 08 and the increase in employee fringe benefits costs.
- Retained earnings are based on all revenues less all expenditures in the Fund. The decrease in retained earnings from FY 07 to FY 08 is primarily due to an increase in leachate disposal costs with the opening of cell 3 and the increase in costs associated with transferring waste to a Virginia landfill.

## Positions

Title	Type	FTE
<i>Administrative Office Associate</i>	Full-time	0.20
<i>Bureau Chief, Solid Waste</i>	Full-time	1.00
<i>Deputy Director, Enterprise Funds Management</i>	Full-time	0.45
<i>Financial Manager</i>	Full-time	.40
<b>Total</b>		<b>2.05</b>

10% of the Deputy Director position is charged to the General Fund, 45% to Solid Waste and 45% to the Utilities Enterprise Fund. 20% of the Financial Manager position is charged to the General Fund, 40% to Solid Waste and 40% to the Utilities Enterprise Fund. 80% of the Administrative Office Associate position is charged to the General Fund, and 20% to the Solid Waste Enterprise Fund.

# Closed Landfills

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	0	0	0	0	0.00%	0.00%
Operating	60,188	97,760	97,760	129,620	32.59%	32.59%
Capital Outlay	37,000	0	0	1,000	100.00%	100.00%
Depreciation	0	0	0	5,970	100.00%	100.00%
<b>Grand Total</b>	<b>\$97,188</b>	<b>\$97,760</b>	<b>\$97,760</b>	<b>\$136,590</b>	<b>39.72%</b>	<b>39.72%</b>
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

Venzena Legge, Bureau Chief, Solid Waste (410) 386-2035  
Deborah Effingham, Senior 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 sampling for thirty years after closure. Ground water monitoring and methane gas sampling are the main expenses associated with the closed landfills. Bark Hill and Hoods Mill landfills still produce leachate that must be hauled to a waste water facility for treatment. 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 32.59% increase in operating expenses in FY 08 are primarily due to the installation of methane gas probes at Hodges and Bark Hill landfills and an increase in cost for water and methane gas sampling.

# County Waste Removal

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$93,384	\$98,240	\$98,250	\$99,900	1.69%	1.68%
Operating	43,111	54,940	54,940	54,940	0.00%	0.00%
Capital Outlay	8,741	19,500	19,500	203,400	943.08%	943.08%
Depreciation	14,897	14,900	14,900	14,900	0.00%	0.00%
<b>Total</b>	\$160,134	\$187,580	\$187,590	\$373,140	98.92%	98.91%
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

Venzena Legge, Bureau Chief, Solid Waste (410) 386-2035  
Deborah Effingham, Senior 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 4,000 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.

## Budget Changes

The increase in capital outlay in FY 08 is due to the replacement of a front-end load garbage truck.

## Positions

<i>Title</i>	<i>Type</i>	<i>FTE</i>
Landfill Equipment Operator	Full-time	2.00
<b>Total</b>		2.00

# Northern Landfill

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$739,578	\$781,260	\$785,020	\$822,570	5.29%	4.78%
Operating	492,149	515,260	515,260	1,002,300	94.52%	94.52%
Capital Outlay	432,921	443,300	443,300	252,700	-43.00%	-43.00%
Depreciation	98,494	125,740	125,740	160,230	27.43%	27.43%
<b>Total</b>	<b>\$1,763,142</b>	<b>\$1,865,560</b>	<b>\$1,869,320</b>	<b>\$2,237,800</b>	<b>19.95%</b>	<b>19.71%</b>
Employees FTE	13.00	13.00	13.00	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

Venzena Legge, Bureau Chief, Solid Waste (410) 386-2035  
Deborah Effingham, Senior 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 92% of the waste materials collected are transferred to a landfill in Virginia.

## Program Highlights

The construction of cell 3 began in FY 07 and is expected to be operational in FY 08.

## Budget Changes

- The difference between the FY 07 Original Budget and the FY 07 Adjusted Budget in personnel is due to salary adjustments.
- Generally, salaries were planned to grow 5% between FY 07 and FY 08. Most budgets, including this one, were held at or near that level.
- The 94.52% increase in operating expenses in FY 08 is mainly due to an increase in the amount of leachate removed from the landfill due to the opening of cell 3 and repairs to existing landfill equipment.

## 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
<b>Total</b>		<b>13.00</b>

# Recycling Operations

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$26,639	\$0	\$0	\$0	0.00%	0.00%
Operating	124,852	162,020	162,020	171,710	5.98%	5.98%
Capital Outlay	0	9,000	9,000	9,000	0.00%	0.00%
Depreciation	34,209	33,110	33,110	33,310	0.60%	0.60%
<b>Total</b>	<b>\$185,700</b>	<b>\$204,130</b>	<b>\$204,130</b>	<b>\$214,020</b>	<b>4.84%</b>	<b>4.84%</b>
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

Venzena Legge, Bureau Chief, Solid Waste (410) 386-2035  
Deborah Effingham, Senior 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:

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

## 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 34% recycling rate in 2005.
- Northern Landfill accepted and processed approximately 13,340 tons of recyclable materials generated from curbside collection and drop-off sites in FY 06.
- 10,385 tons of yard trimmings were accepted and processed in FY 06.
- Over 4,000 residents visit the Northern Landfill Swap Shop monthly.

## Budget Changes

The 5.98% increase in operating is primarily due an increase in the aluminum can reimbursement expense. This expense is offset by an increase in aluminum recycling revenue.

# Solid Waste Accounting Administration

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$249,063	\$284,230	\$284,113	\$300,880	5.86%	5.90%
Operating	314,756	382,980	382,980	304,510	-20.49%	-20.49%
Capital Outlay	802	450	450	5,450	1111.11%	1111.11%
Depreciation	217,001	5,740	5,740	5,740	0.00%	0.00%
<b>Total</b>	<b>\$781,621</b>	<b>\$673,400</b>	<b>\$673,283</b>	<b>\$616,580</b>	<b>-8.44%</b>	<b>-8.42%</b>
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, Senior 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

- Differences between the FY 07 Original Budget, the FY 07 Adjusted Budget and the FY 08 Budget in personnel expenses are the result of salary and fringe benefits adjustments.
- The 20.49% decrease in operating expenses is the result of a decrease in bond interest expense and landfill post-closure expense.
- The increase in capital outlay is due to the replacement of a computer used in scale operations.

## Positions

Title	Type	FTE
Accounting Associate	Full-time	0.50
Accounting Supervisor	Full-time	0.50
Weighmaster	Full-time	4.75
<b>Total</b>		<b>5.75</b>

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

---

# Solid Waste Transfer Station

Description	Actual FY 06	Original Budget FY 07	Adjusted Budget FY 07	Budget FY 08	% Change From Original FY 07	% Change From Adjusted FY 07
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Operating	5,201,101	5,002,940	5,002,940	5,332,200	6.58%	6.58%
Capital Outlay	0	0	0	0	0.00%	0.00%
<b>Total</b>	<b>\$5,201,101</b>	<b>\$5,002,940</b>	<b>\$5,002,940</b>	<b>\$5,332,200</b>	<b>6.58%</b>	<b>6.58%</b>
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

Venzena Legge, Bureau Chief, Solid Waste (410) 386-2035

Deborah Effingham, Senior 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 92.5%.

## Budget Changes

The 6.58% increase in the FY 08 budget is due to an increase in the amount of waste being transferred and an increase in contract pricing for waste disposal through Waste Management of Maryland, Inc.

# Solid Waste Community Investment Plan for FY 08

	Total 2008	Source of Funding			Federal & Other
		Other	Local Bonds	State	
<u>Solid Waste</u>					
Hoods Mill Remediation	\$250,000		\$250,000		
Northern Landfill Cell 3	524,000		524,000		
Northern Landfill Remediation	50,000	50,000			
Northern Landfill Scalehouse	63,000	63,000			
<b>SOLID WASTE TOTAL</b>	<b>\$887,000</b>	<b>\$113,000</b>	<b>\$774,000</b>	<b>\$0</b>	<b>\$0</b>

**COMMUNITY INVESTMENT PLAN FOR FISCAL YEARS 2008 TO 2013**

**Adopted**

	Fiscal Year						Prior Allocation	Balance to Complete	Total Project Cost
	2008	2009	2010	2011	2012	2013			
<b>SOLID WASTE ENTERPRISE:</b>									
Entrance - Northern Landfill	\$0	\$550,000	\$185,300	\$1,853,000	\$0	\$0	\$0	\$0	\$2,588,300
Equipment Run-In Shed Northern Landfill	0	0	0	0	104,000	0	0	0	104,000
Hoods Mill Remediation	250,000	0	0	0	0	0	195,625	0	445,625
Northern Landfill Cell 3	524,000	0	0	0	0	0	5,764,000	0	6,288,000
Northern Landfill Remediation	50,000	0	0	0	0	150,000	350,000	0	550,000
Northern Landfill Scalehouse	63,000	0	0	0	0	250,000	47,000	0	360,000
<b>SOLID WASTE ENTERPRISE TOTAL</b>	<b>\$887,000</b>	<b>\$550,000</b>	<b>\$185,300</b>	<b>\$1,853,000</b>	<b>\$104,000</b>	<b>\$400,000</b>	<b>\$6,356,625</b>	<b>\$0</b>	<b>\$10,335,925</b>

**SOURCES OF FUNDING:**

Transfer from General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$3,083,530	\$0	\$3,083,530
Bonds	774,000	550,000	185,300	1,853,000	0	400,000	2,320,921	0	6,083,221
Enterprise Fund - Solid Waste	113,000	0	0	0	104,000	0	952,174	0	1,169,174
<b>SOLID WASTE ENTERPRISE TOTAL</b>	<b>\$887,000</b>	<b>\$550,000</b>	<b>\$185,300</b>	<b>\$1,853,000</b>	<b>\$104,000</b>	<b>\$400,000</b>	<b>\$6,356,625</b>	<b>\$0</b>	<b>\$10,335,925</b>