

Solid Waste Enterprise Fund Summary

Sources of Funding	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Tipping Fees	\$6,020,566	\$6,496,000	\$6,473,380	\$7,769,950	19.61%	20.03%
County Hauling	332,617	309,210	309,210	326,180	5.49%	5.49%
Interest Income	447,530	125,000	125,000	227,500	82.00%	82.00%
Rents and Royalties	177,457	177,450	177,450	175,180	-1.28%	-1.28%
Recycling	227,025	225,000	225,000	278,400	23.73%	23.73%
Miscellaneous	35,753	10,000	10,000	28,500	185.00%	185.00%
Transfers in from the General Fund	2,645,000	2,645,000	2,645,000	2,545,000	-3.78%	-3.78%
Total Sources of Funding	\$9,885,948	\$9,987,660	\$9,965,040	\$11,350,710	13.65%	13.91%

Uses of Funding						
Solid Waste Management	\$418,289	\$1,077,330	\$1,077,330	\$1,458,730	35.40%	35.40%
Closed Landfills	109,019	136,590	136,590	154,900	13.41%	13.41%
County Waste Removal	176,675	373,140	373,130	200,720	-46.21%	-46.21%
Northern Landfill	1,627,122	2,237,800	2,215,870	2,660,060	18.87%	20.05%
Recycling Operations	188,632	214,020	214,020	372,920	74.25%	74.25%
Solid Waste Accounting	625,913	616,580	615,900	605,830	-1.74%	-1.64%
Solid Waste Transfer Station	5,000,377	5,332,200	5,332,200	5,897,550	10.60%	10.60%
Total Uses of Funding	\$8,146,027	\$9,987,660	\$9,965,040	\$11,350,710	13.65%	13.91%

Solid Waste Operating Summary

	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Solid Waste Management	\$418,289	\$1,077,330	\$1,077,330	\$1,458,730	35.40%	35.40%
Closed Landfills	109,019	136,590	136,590	154,900	13.41%	13.41%
County Waste Removal	176,675	373,140	373,130	200,720	-85.90%	-85.90%
Northern Landfill	1,627,122	2,237,800	2,215,870	2,660,060	20.05%	20.05%
Recycling Operations	188,632	214,020	214,020	372,920	74.25%	74.25%
Solid Waste Accounting	625,913	616,580	615,900	605,830	-1.64%	-1.64%
Solid Waste Transfer Station	5,000,377	5,332,200	5,332,200	5,897,550	10.60%	10.60%
Total Solid Waste	\$8,146,027	\$9,987,660	\$9,965,040	\$11,350,710	13.65%	13.91%

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 08 Original Budgets and the FY 08 Adjusted Budgets are due to salary adjustments.
- The 35.40% increase in Solid Waste Management in FY 09 is primarily due to an increase in the reserve for contingency. Included in the reserve for contingency budget are principal payments, cash to fund capital projects, and to fund unforeseen expenses throughout the fiscal year.
- The 13.41% increase in Closed Landfills in FY 09 is primarily due to a one-time expense for pavement of the residential drop-off center at Hoods Mill landfill, and increased costs for ground water and methane gas monitoring.
- The 85.90% decrease in County Waste Removal in FY 09 is due to the one-time FY 08 cost for replacing a front-end load garbage truck.
- The 20.05% increase in Northern Landfill in FY 09 is primarily due to large one-time capital purchases of heavy equipment and for the re-pavement of the existing residential drop-off area for yard trimmings.
- The 74.25% increase in Recycling Operations is primarily due to the addition of a recycling manager and increased costs associated with educational outreach programs.
- The 1.64% decrease in Solid Waste Accounting in FY 09 is primarily due to a decrease in the post-closure expense for the fiscal year.
- The 10.60% increase in Solid Waste Transfer Station in FY 09 is primarily due to an increase in the transfer fee by Waste Management, Inc. to haul waste to a Virginia landfill. Our current contract expires November 30, 2008. A \$17 per ton increase is expected with the new contract effective December 1, 2008.

Highlights, Changes and Useful Information

Northern Landfill is the only operational landfill in the County. The landfill received approximately 105,000 tons of waste in calendar year 2007. Approximately 91% of that waste was transferred to a landfill in Virginia for disposal.

Solid Waste Management

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$198,862	\$187,720	\$187,720	\$208,290	10.96%	10.96%
Operating	219,427	39,790	39,790	44,790	12.57%	12.57%
Capital Outlay	0	0	0	0	0.00%	0.00%
Depreciation	0	0	0	0	0.00%	0.00%
Retained Earnings	0	849,820	849,820	1,205,650	41.87%	41.87%
Total	\$418,289	\$1,077,330	\$1,077,330	\$1,458,730	35.40%	35.40%
Employees FTE	2.05	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, Management and Budget Project
Coordinator (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, and 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 2007, the landfill received approximately 105,000 tons of waste. 95,800 tons, or approximately 91%, were transferred to Virginia for disposal.
- In calendar year 2006, the County achieved a 28% recycling rate and a 2% source reduction credit.

Budget Changes

- The 10.96% increase in personnel from FY 08 to FY 09 is primarily due to the planned 5% growth in salaries and an increase in employee fringe benefits costs.
- Retained earnings are based on all revenues less all expenditures in the Fund. The 41.87% increase in retained earnings from FY 08 to FY 09 is primarily due to an increase in the reserve for contingency to cover principal payments, cash to the capital programs, and for unforeseen expenses throughout the fiscal year.

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
Total		2.05

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 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Operating	103,054	129,620	129,620	148,940	14.91%	14.91%
Capital Outlay	0	1,000	1,000	0	-100.00%	-100.00%
Depreciation	5,965	5,970	5,970	5,960	-0.17%	-0.17%
Grand Total	\$109,019	\$136,590	\$136,590	\$154,900	13.41%	13.41%
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

Clifford Engle, Chief, Bureau of Solid Waste (410) 386-2035
Deborah Effingham, Management and Budget Project
Coordinator (410) 386-2082

Budget Changes

The 14.91% increase in operating expenses in FY 09 are primarily due to a one-time expense for pavement of the residential drop-off center at Hoods Mill landfill, and increased costs for ground water and methane gas monitoring.

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.

Program Highlights

- Hoods Mills residential drop-off site serves between 100 and 200 residents each Saturday. Approximately \$60,000 in tipping fee revenue is generated annually.
- A work plan has been developed for John Owings landfill and includes groundwater monitoring and testing, as well as landfill gas monitoring.

County Waste Removal

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$96,316	\$99,900	\$99,890	\$103,880	3.98%	3.99%
Operating	41,111	54,940	54,940	54,940	0.00%	0.00%
Capital Outlay	24,350	203,400	203,400	27,000	-86.73%	-86.73%
Depreciation	14,897	14,900	14,900	14,900	0.00%	0.00%
Total	\$176,675	\$373,140	\$373,130	\$200,720	-85.90%	-85.90%
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

Clifford Engle, Chief, Bureau of Solid Waste (410) 386-2035
 Deborah Effingham, Management and Budget Project
 Coordinator (410) 386-2082

Mission

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

Description

The Bureau of Solid Waste collects approximately 4,000 tons of solid waste annually from County-owned and public school facilities. The bureau operates and maintains two front loader trucks, using them to service 150 eight cubic yard waste and recycling containers throughout the county. The waste is taken to Northern Landfill's transfer station then hauled to a landfill in Virginia for disposal. The recyclable materials are sent to our material recovery facility.

Program Highlights

- In 2007, approximately 3,000 tons of solid waste was collected from the Board of Education and County facilities. In addition, 420 tons of cardboard and mixed paper was collected for recycling.
- Revenues and expenses, such as labor, fuel, and equipment repairs and maintenance, are monitored to ensure this effort is self-supporting. FY 09 revenues are estimated at approximately \$326,000.

Budget Changes

The 86.73% decrease in capital outlay in FY 09 is due to the FY 08 replacement of a front-end load garbage truck.

Positions

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

Northern Landfill

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$782,326	\$822,570	\$800,640	\$844,670	2.69%	5.50%
Operating	504,784	1,002,300	1,002,300	915,870	-8.62%	-8.62%
Capital Outlay	228,482	252,700	252,700	651,330	157.75%	157.75%
Depreciation	111,529	160,230	160,230	248,190	54.90%	54.90%
Total	\$1,627,122	\$2,237,800	\$2,215,870	\$2,660,060	20.05%	20.05%
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

Clifford Engle, Chief, Bureau of Solid Waste (410) 386-2035
Deborah Effingham, Management and Budget Project
Coordinator (410) 386-2082

Mission

To ensure adequate space for landfilling 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:

- Waste disposal
- Recycling
- Mulch/Composting
- Oil and antifreeze drop-off
- Tire collection
- Swap shop
- Scrap metal/White goods

To save space and prolong the life of the Northern Landfill, approximately 90% to 92% of the waste materials collected are transferred to a landfill in Virginia.

Program Highlights

In FY 07:

- 9,000 tons of rubble and sludge were landfilled
- 11,000 tons of yard trim were processed
- 449 tons of tires were collected
- 2,800,000 gallons of leachate were collected and shipped to a wastewater treatment facility.

Budget Changes

- The difference between the FY 08 Original Budget and the FY 08 Adjusted Budget in personnel is due to salary adjustments.
- Generally, salary expenses were planned to grow 5% between FY 08 and FY 09. Most budgets, including this one, were held at or near that level.

- The 8.62% decrease in operating expenses in FY 09 is primarily due to planned heavy equipment repairs in FY 08 with no like expenses in FY 09.
- The 157.75% increase in capital outlay is primarily due to planned heavy equipment purchases in FY 09 that includes a Wide Track Dozer and Loader, and the re-pavement of the existing residential drop-off area for yard trimmings.
- The 54.90% increase in depreciation is due to additions of large equipment.

Positions

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

Recycling Operations

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	(\$9,715)	\$0	\$0	\$81,760	100.00%	100.00%
Operating	160,386	171,710	171,710	264,600	54.10%	54.10%
Capital Outlay	4,575	9,000	9,000	11,750	30.56%	30.56%
Depreciation	33,386	33,310	33,310	14,810	-55.54%	-55.54%
Total	\$188,632	\$214,020	\$214,020	\$372,920	74.25%	74.25%
Employees FTE	0.00	0.00	0.00	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

Clifford Engle, Chief, Bureau of Solid Waste (410) 386-2035
Deborah Effingham, Management and Budget Project
Coordinator (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
- Electronics

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. The

collected scrap metal is sold through an agreement with Yowell Equipment Demo, Inc. Scrap batteries are managed through an agreement with P&H Auto-Electric Inc and electronics through a contract with Subtraction. Yard trim is mulched or composted and made available to County residents at no charge.

Program Highlights

- Through all recycling efforts, Carroll County achieved a 28% recycling rate and a 2% source reduction credit in 2006. The mandated recycling rate by the State of Maryland is 20%.
- Northern Landfill accepted and processed approximately 13,888 tons of recyclable materials generated from curbside collection and drop-off sites in FY 07.
- In FY 07, the Recycling Center accepted and marketed 35 tons of aluminum cans marketed to Anheuser Bush, 300 tons of newspapers marketed to Applegate, and 2,600 tons of scrap metal to Yowell equipment.
- 10,900 tons of yard trimmings were accepted and processed in FY 07.
- Approximately 4,000 residents visit the Northern Landfill Swap Shop monthly.
- In FY 07, the recycling program generated \$226,400 from the sale of aluminum cans, car batteries, white goods/scrap metal, newspapers, mixed paper and cardboard.

Budget Changes

- The 100.00% increase in personnel in FY 09 is due to the addition of a recycling manager.
- The 54.10% increase in operating is primarily due to an increase in educational outreach program expenses.
- The 30.56% increase in capital outlay is due to one-time expenses associated with the new recycling manager position and includes a computer and office furniture.
- The 55.54% decrease in depreciation is due to equipment that has been fully depreciated in FY 08.

Positions

Title	Type	FTE
Recycling Manager	Full-time	1.00
Total		1.00

Solid Waste Accounting Administration

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$267,381	\$300,880	\$300,200	\$302,330	0.48%	0.71%
Operating	46,059	59,660	59,660	41,685	-30.13%	-30.13%
Capital Outlay	304,244	250,300	250,300	256,075	2.26%	2.26%
Depreciation	8,230	5,740	5,740	5,740	0.00%	0.00%
Total	\$625,913	\$616,580	\$615,900	\$605,830	-1.64%	-1.64%
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, Management and Budget Project
Coordinator (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
- Billing
- Calculating bond interest
- Calculating depreciation

Budget Changes

- Differences between the FY 08 Original Budget, the FY 08 Adjusted Budget and the FY 09 Budget in personnel expenses are the result of salary and fringe benefits adjustments.
- The 30.13% decrease in operating expenses is the result of a decrease in landfill post-closure expense for FY 09.

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 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Operating	4,994,537	5,332,200	5,332,200	5,897,550	10.60%	10.60%
Capital Outlay	5,840	0	0	0	0.00%	0.00%
Total	\$5,000,377	\$5,332,200	\$5,332,200	\$5,897,550	10.60%	10.60%
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

Clifford Engle, Chief, Bureau of Solid Waste (410) 386-2035
 Deborah Effingham, Management and Budget Project
 Coordinator (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 County 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 10.60% increase in Solid Waste Transfer Station in FY 09 is primarily due to an increase in the transfer fee by Waste Management, Inc. to haul waste to a Virginia landfill. Our current contract expires November 30, 2008. A \$17 per ton base increase is expected, with the new contract effective December 1, 2008.