

Solid Waste Enterprise Fund Summary

Sources of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 15	Budget FY 16	Budget FY 16	FY 17	From Orig. FY 16	From Adj. FY 16
Tipping Fees	\$6,020,655	\$5,990,320	\$5,990,320	\$6,080,000	1.50%	1.50%
County Hauling	2,565	5,000	5,000	2,300	-54.00%	-54.00%
Interest	11,140	12,000	12,000	10,000	-16.67%	-16.67%
Rents and Royalties	179,420	177,460	177,460	160,000	-9.84%	-9.84%
Recycling	317,760	200,000	200,000	120,000	-40.00%	-40.00%
Miscellaneous	296,658	160,000	160,000	20,000	-87.50%	-87.50%
Transfer from General Fund	125,632	2,415,000	2,415,000	2,415,000	0.00%	0.00%
Transfer from Fund Balance	1,798,286	460,020	444,740	0	0.00%	0.00%
Total Sources of Funding	\$8,752,117	\$9,419,800	\$9,404,520	\$8,807,300	-6.50%	-6.35%

Uses of Funding	Actual	Original	Adjusted	Budget	% Change	% Change
	FY 15	Budget FY 16	Budget FY 16	FY 17	From Orig. FY 16	From Adj. FY 16
Solid Waste Management	(\$82,922)	\$251,000	\$225,810	\$231,970	-7.58%	2.73%
Closed Landfills	205,986	388,470	388,470	235,830	-39.29%	-39.29%
Northern Landfill	2,267,783	2,552,720	2,565,290	2,716,700	6.42%	5.90%
Recycling Operations	276,222	328,990	329,130	796,410	142.08%	141.97%
Solid Waste Accounting Administration	1,396,625	1,031,820	1,029,020	1,060,340	2.76%	3.04%
Solid Waste Transfer Station	4,688,424	4,866,800	4,866,800	3,144,300	-35.39%	-35.39%
Revenue in Excess of Expenditures	0	0	0	621,750	0.00%	0.00%
Total Uses of Funding	\$8,752,117	\$9,419,800	\$9,404,520	\$8,807,300	-6.50%	-6.35%

Enterprise Funds budgets are presented based on cash expenses, depreciation is not included and bond principal has been added. To accurately define what is happening in the budget, Revenue in Excess of Expenditures is shown separately from the individual budget. This line item captures the annual amount generated by the operating revenue net of operating cash expenditures. Revenue in Excess of Expenditures is available to fund capital projects, vehicles and equipment, and contingency reserves.

Solid Waste Operating Summary

	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Solid Waste Management	(\$82,922)	\$251,000	\$225,810	\$231,970	-7.58%	2.73%
Closed Landfills	205,986	388,470	388,470	235,830	-39.29%	-39.29%
Northern Landfill	2,267,783	2,552,720	2,565,290	2,716,700	6.42%	5.90%
Recycling Operations	276,222	328,990	329,130	796,410	142.08%	141.97%
Solid Waste Accounting Administration	1,396,625	1,031,820	1,029,020	1,060,340	2.76%	3.04%
Solid Waste Transfer Station	4,688,424	4,866,800	4,866,800	3,144,300	-35.39%	-35.39%
Revenue in Excess of Expenditures	0	0	0	621,750	0.00%	0.00%
Total Solid Waste Operations	\$8,752,117	\$9,419,800	\$9,404,520	\$8,807,300	-6.50%	-6.35%

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
- Educate the public on the effects of waste management and recycling
- Monitor landfills for any environmental impact

Highlights, Changes, and Useful Information

The Bureau of Solid Waste is developing a plan that will:

- Be environmentally responsible
- Produce a long-term disposal strategy
- Ensure the fund is financially sound

The first phase of the plan is short-term, between three and five years. It includes accumulating funding while developing a long-term solid waste management plan. In order to accumulate funding there will be a change in the percentage landfilled. Currently between 80% and 90% of the waste delivered to the Northern Landfill and Hoods Mill drop off site is transferred to a landfill in Pennsylvania and the remainder buried at Northern Landfill. Beginning in FY 17, the percentage of waste transferred and waste buried will change to approximately 60% and 40%, respectively. Burying waste at Northern Landfill will eliminate the cost of transferring the waste to Pennsylvania. The savings will be accumulated to help fund the implantation of the long-term waste management strategies currently being developed.

Budget Changes

- Solid Waste Management decreases from FY 16 Original to Adjusted due to changes in employee salary allocations.
- Closed Landfills decreases in FY 17 due to a cover for the drop-off area budgeted at Hoods Mill in FY 16. The cover will not be installed in FY 16 and the expense has been moved to the Hoods Mill Remediation capital project.
- Northern Landfill increases due to asphalt repairs near the scale house, increases in leachate disposal, and repair parts.
- Recycling increases from FY 16 to FY 17 due to having to pay for recycling procession. Prior to FY 16 the County received revenue for recyclables.
- Transfer Station decreases due to planned decreases in municipal solid waste tonnage transferred.

Solid Waste Management

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$110,675	\$133,040	\$109,640	\$112,380	-15.53%	2.50%
Benefits	42,641	60,935	59,145	86,000	41.13%	45.41%
Operating	(236,238)	57,025	57,025	33,590	-41.10%	-41.10%
Capital	0	0	0	0	0.00%	0.00%
Total	(\$82,922)	\$251,000	\$225,810	\$231,970	-7.58%	2.73%
Employees FTE	2.38	2.38	1.70	1.70	-----	-----

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

Contact

Dusty Hilbert, Bureau Chief (410) 386-2035
 Sheree Lima, Management and Budget Project Coordinator
 (410) 386-2082
<http://ccgovernment.carr.org/ccg/solidwaste>

Mission and Goals

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

Goals include:

- Ensure all regulatory requirements of the Environmental Protection Agency and the Maryland Department of the Environment are met
- Maximize the compaction rate of all materials disposed of in Northern Landfill while minimizing the cost and volume of air space consumed by daily cover requirements
- Monitor landfills for any environmental impacts and minimize liability

Description

Solid Waste Management Supervision is responsible for:

- Carroll County's only full-time operational landfill (Northern)
- Monitoring of the four closed landfills: Bark Hill, Hodges, John Owings and Hoods Mill
- Recycling Operations
- Yard waste/mulch program, contracted to Harvest Green
- Maintaining and updating the Ten-Year Solid Waste Management Plan
- Contracting for transfer of waste and recycling materials

Program Highlights

The Bureau of Solid Waste is developing a plan that will:

- Be environmentally responsible
- Produce a long-term disposal strategy
- Ensure the fund is financially sound

The first phase of the plan is short term, between three and five years. It includes accumulating funding while developing a long-term solid waste management plan. In order to accumulate funding there will be a change in the percentage landfilled. Currently between 80% and 90% of the waste delivered to

Northern Landfill and Hoods Mill drop off site is transferred to a landfill in Pennsylvania and the remainder buried at Northern Landfill. Beginning in FY 17, the percentage of waste transferred and waste buried will change to approximately 60% and 40% respectively. Burying waste at Northern Landfill will eliminate the costs of transferring waste to Pennsylvania. The savings will be accumulated to help fund the implementation of the long-term waste management plan being developed.

Budget Changes

- The decrease from the FY 16 Original to Adjusted is due to the change in the allocation of employee salaries.
- A 2.5% salary increase is included in FY 17.
- Benefits increase due to OPEB allocations.
- Operating decreases mainly due to funding appropriated in FY 16 to create the Ten Year Solid Waste Management Plan.

Positions

Title	Type	FTE
<i>Administrative Office Associate</i>	Full-time	0.40
<i>Bureau Chief, Solid Waste</i>	Full-time	1.00
<i>Deputy Director, Public Works</i>	Full-time	0.25
<i>Director, Public Works</i>	Full-time	0.05
Total		1.70

5% of the Director, 5% of the Administrative Office Associate and 25% of the Deputy Director are charged to the Airport Enterprise Fund and the Bureau of Utilities Enterprise fund. The remaining 85% of the Director, 25% of the Deputy Director, and 50% of the Administrative Office Associate are charged to the General Fund.

Closed Landfills

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Benefits	0	0	0	0	0.00%	0.00%
Operating	205,986	228,470	228,470	225,830	-1.16%	-1.16%
Capital	0	160,000	160,000	10,000	-93.75%	-93.75%
Total	\$205,986	\$388,470	\$388,470	\$235,830	-39.29%	-39.29%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

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

Contact

Dusty Hilbert, Bureau Chief (410) 386-2035
Sheree Lima, Management and Budget Project Coordinator
(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 four closed landfills in the County:

- Hoods Mill Landfill
- Bark Hill landfill
- Hodges Landfill
- John Owings Landfill

Federal law requires that the County monitor landfills for 30 years after closure. Groundwater 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 wastewater facility for treatment. Leachate is a liquid produced when rainwater and other moisture travel through the waste.

Program Highlights

Hoods Mill Landfill operates as a convenience drop-off site open the first and third Saturday each month.

Budget Changes

- Operating decreases based on estimates of landfill gas and ground water monitoring fees.
- Capital decreases mainly due to the one-time expense for a cover over the drop-off site at Hoods Mill Landfill in FY 16.

Northern Landfill

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$530,226	\$516,300	\$527,980	\$540,380	4.66%	2.35%
Benefits	337,503	345,290	346,180	347,430	0.62%	0.36%
Operating	1,041,687	1,065,030	1,065,030	1,091,390	2.48%	2.48%
Capital	358,367	626,100	626,100	737,500	17.79%	17.79%
Total	\$2,267,783	\$2,552,720	\$2,565,290	\$2,716,700	6.42%	5.90%
Employees FTE	11.00	11.00	11.00	11.00	-----	-----

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

Contact

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<http://ccgovernment.carr.org/ccg/recycle/docs/northern.pdf>

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 Landfill is the County's only operational landfill and waste transfer station. Facilities are provided for:

- Waste disposal
- Recycling
- Acceptance and processing of yard waste
- Waste oil and antifreeze drop-off
- Scrap tire collection
- Goodwill collection site
- Scrap metal and appliances
- Vinyl siding recycling
- Electronic recycling

Currently between 80% and 90% of the waste delivered to the Northern Landfill and Hoods Mill drop-off site is transferred to a landfill in Pennsylvania and the remainder buried at Northern Landfill. Beginning in FY 17, the percentage of waste transferred and waste buried will change to approximately 60% and 40% respectively. Burying waste at Northern Landfill will eliminate the costs of transferring the waste to Pennsylvania. The savings will be accumulated to help implementation of a long-term waste management plan and recycling plan being developed.

Budget Changes

- The increase from FY 16 Original to Adjusted is due to employee turnover.
- A 2.5% salary increase is included in FY 17.
- Operating increases due to asphalt repairs near the scale house, increased leachate disposal and repair part expenses.
- Capital increases due to the replacement of a compactor and a stainless steel tank to haul leachate.

Positions

Title	Type	FTE
Foreman	Full-time	2.00
Heavy Equipment Mechanic	Full-time	1.00
Landfill Equipment Operator	Full-time	5.00
Landfill Superintendent	Full-time	1.00
Maintenance Technician	Full-time	1.00
Office Associate	Full-time	1.00
Total		11.00

Recycling Operations

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$53,502	\$54,640	\$54,770	\$56,140	2.75%	2.50%
Benefits	31,194	32,470	32,480	32,780	0.95%	0.92%
Operating	182,526	232,880	232,880	698,490	199.94%	199.94%
Capital	9,000	9,000	9,000	9,000	0.00%	0.00%
Total	\$276,222	\$328,990	\$329,130	\$796,410	142.08%	141.97%
Employees FTE	1.00	1.00	1.00	1.00	-----	-----

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

Contact

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The services at the recycling center are provided through a contract with The Arc Carroll County. Scrap metal, batteries and electronics are collected at Northern Landfill and disposal is managed by contractors. Yard trim is managed through a private contractor.

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 and landfill space, and by preventing pollution.

Goals include:

- Exceed the State of Maryland's mandate of 35%
- Educate County residents and businesses on proper waste management practices including:
 - Waste prevention
 - Reuse
 - Recycling
 - Minimal disposal

Budget Changes

- A 2.5% salary increase is included in FY 17.
- Operating increases due to disposal costs of single stream and electronics recycling. Prior to FY 16 the County received revenue for recycling, but due to market conditions the County is now paying approximately \$27 per ton for single stream recycling and will likely pay for electronics in FY 17.

Positions

Title	Type	FTE
Recycling Manager	Full-time	1.00
Total		1.00

Description

The County offers voluntary recycling opportunities for all residents and businesses. Licensed haulers are required to offer all of their customers a curbside recycling service. A full-service recycling center is located at the Northern Landfill for all residents and businesses that wish to self-haul their recyclables. The items the County accepts for recycling include:

- Single stream
- Paper and cardboard
- Plastics and rigid plastics
- Grocery and empty clear food bags
- Textiles
- Electronic
- Aluminum
- White goods/scrap metal
- Yard trimmings
- Styrofoam
- Kitchen Frying Oil
- Motor/Oil/Antifreeze
- Vinyl Siding

Solid Waste Accounting Administration

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$191,410	\$196,930	\$194,330	\$197,660	0.37%	1.71%
Benefits	138,307	157,800	157,600	155,670	-1.35%	-1.22%
Operating	1,066,591	676,490	676,490	706,410	4.42%	4.42%
Capital	318	600	600	600	0.00%	0.00%
Total	\$1,396,625	\$1,031,820	\$1,029,020	\$1,060,340	2.76%	3.04%
Employees FTE	5.75	5.75	5.75	5.75	-----	-----

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

Contact

Michael Ensor, Accounting Supervisor (410) 386-2008
 Sheree Lima, Management and Budget Project Coordinator
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<http://ccgovernment.carr.org/ccg/solidwaste>

Mission and Goals

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 and billing

Budget Changes

- A 2.5% salary increase is included in FY 17.
- Operating increases mainly due to post-closure liability slightly offset by decreases in debt service.

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 Accountant and Accounting Supervisor positions are charged to the Utilities Enterprise Fund.

Solid Waste Transfer Station

Description	Actual FY 15	Original Budget FY 16	Adjusted Budget FY 16	Budget FY 17	% Change From Orig. FY 16	% Change From Adj. FY 16
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Benefits	0	0	0	0	0.00%	0.00%
Operating	4,688,424	4,866,800	4,866,800	3,144,300	-35.39%	-35.39%
Capital	0	0	0	0	0.00%	0.00%
Total	\$4,688,424	\$4,866,800	\$4,866,800	\$3,144,300	-35.39%	-35.39%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

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

Contact

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Mission

To ensure facilities and resources are in place to manage approximately 90,000 tons per year of solid waste with an out-of-County transfer/disposal operation.

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 Pennsylvania for disposal. Approximately ten to fifteen trailers are loaded daily for the trip to the landfill in Pennsylvania.

Currently between 80% and 90% of the waste delivered to the Northern Landfill and Hoods Mill drop off site is transferred to a landfill in Pennsylvania and the remainder buried at Northern Landfill. Beginning in FY 17, the percentage of waste transferred and waste buried will change to approximately 60% and 40% respectively. Burying waste at Northern Landfill will eliminate the cost of transferring the waste to Pennsylvania. The savings will be accumulated to help fund a long-term management plan being developed.

Budget Changes

Operating decreases due to a reduction in the estimated municipal solid waste tonnage to be transferred to a landfill in Pennsylvania.

**COMMUNITY INVESTMENT PLAN - Schedule of Reappropriations
Fiscal Year 2017**

Reappropriations may occur when there are unspent budgeted funds from a completed or cancelled project or when there is an unallocated project that holds funds for a future use.

Enterprise Funds

Project		Amount/Source		
From	To	Current	Bonds	Other
6535 Northern Landfill Office	6537 Bark Hill Remediation and Maintenance	\$8,506.38		
		\$8,506.38	\$0.00	\$0.00