

AGENDA

LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION

December 9, 2014

6:30 p.m.

LOUDON COUNTY COURTHOUSE ANNEX

Loudon, Tennessee

1. Call to Order
2. Approval of Minutes – November 11, 2014
3. Items of Public Concern
4. Cash Activity Report
5. Operations Report
6. Operating Agreement Modifications
7. Attorney's Report
 Open Records Request process
8. Chairman's Report
 Part time administrative support
9. Other Items of Commission's Consideration
10. Adjourn



**LOUDON COUNTY SOLID WASTE
DISPOSAL COMMISSION**

Loudon County Annex • 101 Mulberry Street, Suite 102
Loudon, Tennessee 37774



December 9, 2014

Mayor Jim Greenway
P.O. Box 189
Loudon, Tennessee 37774

Mayor Tony R. Aikens
600 East Broadway
Lenoir City, Tennessee 37771

Mayor Rollen "Buddy" Bradshaw
100 River Road, Suite 106
Loudon, Tennessee 37774

**Re: Loudon County Solid Waste Disposal Commission
Prior Reserve Funds for Post-Closure Care of Poplar Springs Landfill**

Dear Honorable Mayors:

The Loudon County Solid Waste Disposal Commission (LCSWDC) finds itself in a difficult position related to the administration of the funds that were previously reserved for post-closure care of the Poplar Springs Landfill (the "Landfill") and is now seeking relief/guidance from our Stakeholders. While no stranger to complaints and criticism from our public detractors, the LDSWDC has been placed in the crosshairs of a controversy regarding the Landfill which was closed well before the LCSWDC was even formed. The LCSWDC has never even had any responsibility for the post-closure care of the Landfill, and therefore has no official role in the current investigation of the Landfill property.

The LCSWDC was provided funds in the early 1990's reserved for post closure care of the Landfill which was operated and closed by The City of Loudon in 1987. The Landfill was operated on behalf of Loudon County, the City of Loudon and Lenoir City. A more detailed account of the history of the post-closure care funds associated with the Landfill is attached.

The LCSWDC recently passed a motion to provide complete control over the administration of the funds to the Stakeholders until such time as the issues regarding the Landfill are resolved. This will enable LCSWDC to remove itself from this difficult position and allow the Stakeholders to handle the administration of the funds directly. This way the Stakeholders will be in the best position to address questions and comments from the public regarding this matter.

The LCSWDC would request a modification of the existing invoice approval process so that LCSWDC no longer has any part in the approval of expenditures from the subject funds. LCSWDC would request that the Stakeholders assume full responsibility for the administration of the funds until this matter regarding the Landfill is concluded. LCSWDC welcomes your input regarding implementing an invoice approval process that best serves the interests of the Stakeholders.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Field". The signature is fluid and cursive, with the first letter being a large capital 'S'.

Steve Field, Chairman of Loudon County
Solid Waste Disposal Commission

History of Poplar Springs Landfill Post-Closure Care Funds

The former Poplar Springs Landfill (the “Landfill”) was operated by the City of Loudon as part of a joint effort with Loudon County and Lenoir City. The Landfill was ultimately closed in May of 1987 with approval of the Tennessee Department of Environment and Conservation (“TDEC”). The Landfill was closed prior to the creation of the Loudon County Solid Waste Disposal Commission (“LCSWDC”) and therefore, the LCSWDC never had any responsibility for the operation or administration of the Landfill.

The City of Loudon oversaw the operation and administration of the Landfill through its closure in May of 1987. Following the closure of the Landfill, the City of Loudon maintained certain reserve funds to cover post-closure care of the Landfill. A final fund balance of \$437,968.00 was booked by the City of Loudon as a reserve for post-closure care of the Landfill.

In January of 1994 the City of Loudon transferred the reserve balance of \$437,968.00 (the “Funds”) to Loudon County, which served as the fiscal agent for LCSWDC. The Funds were briefly designed as reserved retained earnings. However, in April of 1994, the Funds were then designated to be held in the general operating account of LCSWDC. The Financial Statements for LCSWDC for the period ending June 30, 1994 reflect as follows:

“On April 12, 1994, the official minutes of the Commission [LCSWDC] appear to indicate that an amount of \$437,968.00 which had previously been reserved in the Retained Earnings Account to provide for landfill postclosure care costs for the Poplar Springs Landfill, which is no longer in use, should no longer be reserved.”

The Funds were thereafter held by Loudon County in the general operating account of LCSWDC without reserve where they have remained to date.

In the fall of 2013, Loudon County informed LCSWDC that that the then owner of the Landfill property had expressed concern with the physical condition of the property. Thereafter, Loudon County, Lenoir City, and the City of Loudon (the “Stakeholders”) retained counsel to assist with evaluating the condition of the Landfill property.

Since December of 2013, invoices for legal fees and site evaluation have been submitted by the Stakeholders to LCSWDC for processing from the Funds. LCSWDC was not comfortable unilaterally approving any expenditures from the Funds as LCSWDC never had any role in the operation or administration of the Landfill either prior to or subsequent to its closure in May of 1987. Thus, in an effort to maintain the integrity of the Funds and to promote transparency for the Stakeholders, the parties adopted a procedure in 2014 whereby all invoices related to the Landfill are reviewed and approved by each of the three mayors for the Stakeholders and then by LCSWDC.

Subsequent to the public disclosure regarding the ongoing evaluation of the Landfill property, LCSWDC has faced a great deal of public scrutiny. Although LCSWDC never played any part in the operation or administration of the Landfill, members of the public have been making inquiries to LCSWDC seeking information related to the investigation of the Landfill

property and the associated expenditures. Unfortunately LCSWDC is not in a position to comment on these matters as it has no responsibility for the Landfill.

In order to remove itself from the situation, LCSWDC took the additional step of requesting that Loudon County isolate the Funds in a separate subfund. Loudon County created Solid Waste Disposal Fund 207 Subfund with the description of Poplar Springs Landfill Reserve (the "Subfund"). Loudon County has maintained a separate accounting of the Subfund. For reference, attached hereto as Exhibit A is a current balance sheet reflecting all expenditures from the Subfund to date.

**Poplar Springs Landfill Post Closure Reserve
Report of Expenditures and Reserve Balance
October 31, 2014**

City of Loudon
Loudon County
City of Lenoir City

1994 Poplar Springs Landfill Balance



437,968.00

Expenditures:

<u>Payee</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Amount</u>
Luna Law Group	4753-A	19-Dec-13	Legal Services Aug 2013 - Oct 2013 (County)	6,000.00
Luna Law Group	4753-B	19-Dec-13	Legal Services Aug 2013 - Oct 2013 (Loudon)	6,000.00
Luna Law Group	4753-C	19-Dec-13	Legal Services Aug 2013 - Oct 2013 (Lenoir City)	6,000.00
Baker Donelson			S&ME Report	2,625.00
Stokes, Williams, Sharp & Davies	14257	7-May-14	Legal Services Apr 2014	836.00
Luna Law Group	4807-A	19-May-14	Legal Services Apr 21 - Apr 30 2014 (County)	1,681.00
Luna Law Group	4807-B	19-May-14	Legal Services Apr 21 - Apr 30 2014 (Loudon)	1,681.00
Luna Law Group	4807-C	19-May-14	Legal Services Apr 21 - Apr 30 2014 (Lenoir City)	1,681.00
Stokes, Williams, Sharp & Davies	14540	11-Jun-14	Legal Services May 2014	19.80
Luna Law Group	4816-A	19-Jun-14	Legal Services May 2014 (County)	2,602.48
Luna Law Group	4816-B	19-Jun-14	Legal Services May 2014 (Loudon)	2,602.48
Luna Law Group	4816-C	19-Jun-14	Legal Services May 2014 (Lenoir City)	2,602.47
Stokes, Williams, Sharp & Davies	14898	1-Aug-14	Legal Services July 2014	95.00
Luna Law Group	4841-A	15-Sep-14	Legal Services June 1 - Aug 31 2014 (County)	4,194.37
Luna Law Group	4841-B	15-Sep-14	Legal Services June 1 - Aug 31 2014 (Loudon)	4,194.36
Luna Law Group	4841-C	15-Sep-14	Legal Services June 1 - Aug 31 2014 (Lenoir City)	4,194.37

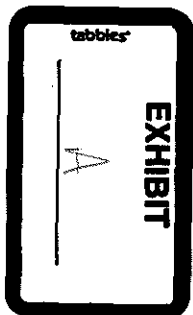
Total Current Expenditures

47,009.33

Available Poplar Springs Landfill Subfund Balance



390,958.67



Report Date: October 31, 2014

Prepared by:
Loudon County: Fiscal Agent
Department of Accounts and Budgets

#3

Partial suggested tasks for the LCSWDC Administrative Assistant:

Insure "Notice" of LCSWDC monthly meeting (plus others as necessary) to newspaper

Create meeting agenda and make available to Steve Fritts – post to web

Pull together information for "packets" ahead of monthly meetings

Make copies of packets available to the LCSWDC and public

Attend the meeting, take minutes

Work up draft meeting minutes

Follow up after meetings with electronic copies of material

Make packet material available to Steve Fritts – post to web

Continue to organize files

Work with Santek + Mitch Loomis + Chris Parks on Annual Report (start contacts in November to validate who to contact + heads up about data needs starting in January).

Fulfill public records requests (received from the Mayor's office?)

Fulfill LCSWDC board requests – i.e.: Help prepare slides for presentation to the our stakeholders

Provide support to Santek + Chris Parks with organization of Household Hazardous Waste events (advertising, flyers, public outreach, public service announcements, signage, etc.)

Additional opportunities???

Recycle Education - **SCHOOLS!**

Other stakeholders - Canvas for opportunities with the Convenience Centers

Business - Canvas for opportunities with the Convenience Centers

Supplemental Staffing through a Strategic Partnership
with

ATWORK PERSONNEL SERVICE

A PROPOSAL FOR: Loudon County Solid Waste Disposal Commission



CELEBRATING 20 YEARS OF SERVICE!

AtWork Total Value

PARTNERING FOR SUCCESS

AtWork Mission Statement

Our mission is to provide exceptional customer service through teamwork and integrity, establishing successful and prosperous partnerships with our clients and associates.

Value Proposition

Our value to the Loudon County Solid Waste Disposal Commission is to recruit and carefully screen top quality talent. The AtWork Staff will not just look for a body to fill open job orders, but will diligently seek talented associates who want to work. We will also build a pool of candidates ready to be dispatched on short notice.

Reduced Labor Costs

With no recruiting, hiring, or record-keeping expense, you will keep the cost of labor low. Using ATWORK will eliminate many hidden expenses of time and money. Actual costs to hire a new employee are not realized without factoring in all the indirect expenses, such as;

- * Advertising
- * Interviewing & Reference Checks (time consuming)
- * Orientations & Safety Orientations
- * Drug Screens & Criminal Background Checks
- * Worker's Compensation & Liability Insurance
- * Skills Testing
- * Payroll Taxes
- * Employer's Contributions
- * Unemployment Insurance
- * General Payroll & Administrative Costs

Enhanced Productivity

Many businesses experience periods during the year which require a larger workforce than other periods. These 'peak' periods of production are the reason a significant percentage of American businesses use supplemental staffing. With ATWORK as a right hand to your Human Resources department, you not only receive the benefit of an instant workforce, but also the flexibility to reduce staff without necessarily affecting your permanent payroll.

Flexibility

Inflexible staffing is costly. Underutilizing of personnel is unproductive — and unprofitable. Understaffing is equally draining. When workers put in long hours, errors increase and productivity falls — and that means additional costs and compromised quality. ATWORK'S flexible staffing solutions minimize fixed costs while enabling you to quickly respond to opportunities. Yet, if demand drops, you can avoid morale problems by adjusting your assignment employee workforce instead of your regular staff.

AtWork Total Value

PARTNERING FOR SUCCESS

Current Circumstances

Loudon County Solid Waste Disposal Commission is looking for part-time administrative support.

This candidate can have flexible hours during the week but must be available the 2nd Tuesday of every month from 6:30-8:30 pm

This individual would be responsible for preparing packets for meeting, taking notes, working up the meeting draft minutes, organizing and filing records, converting files from one format to another, scanning documentation and other job duties assigned by the supervisor.

This candidate must be reasonably proficient in Microsoft Word and basic knowledge of Excel. Individual must be able to convert word and other files to PDF files.

This position requires good organizational skills and the ability to work independently as well as a team environment. Candidates looking to participate and learn more about recycling education would be beneficial and could lead to additional hours.

Recruiting Efforts

Recruit from AtWork offices located in Alcoa and Knoxville

Customer Referrals from Management and Employees

Advertising—Newspapers, Internet, Radio, Flyers, Television, etc.

Social Networking—regularly updated Facebook page, Twitter, etc.

On & off-site Job Fairs

Public, Private, Social Organizations

Member of the Knox and Blount County Chambers

Company website (www.lstaff.com)

AtWork Total Value

PARTNERING FOR SUCCESS

Safety/Risk Management

OSHA's often cited General Duty Clause is stated as follows: "Employers 1.) shall furnish employment and a place of employment which are free of recognized hazards that are causing or are likely to cause death or serious harm to their employees; and 2.) shall comply with occupational safety and health standards." As co-employers, ATWORK shares this responsibility with our clients. By taking a proactive and consultative approach with our clients, we partner with them to maintain a safe and healthy work environment. We offer the assistance and outside resources of our Safety Manager as a value added service to our clients, as an additional set of eyes to uncover hazards that may have been missed, and to review / help with our clients' safety programs.

If injuries do occur, we conduct thorough onsite investigations and work with the client to eliminate the hazard and prevent re-occurrence. As co-employers, we are equally responsible for the safety of our employees. From a work comp standpoint, ATWORK bears all the financial risk from associate injuries. Since statistics show that employees are most at-risk of getting hurt during their first 90 days on a new job, this represents a significant potential savings for our clients. Additionally, turnover is more likely to be felt during this period, as employees and employers both decide whether the fit is a good one.

There is no doubt that the first 90 days is critical for the employer/employee relationship. That's where we come in—to mitigate the risk undertaken by companies who want to hire quality employees but are hesitant to take that completely blind leap in the dark. Try the employees out through us. If they work a solid 90 days and you want to hire them, there are no strings attached. If you decide to keep them on through us longer or lay them off as demands change—it's up to you!

You can control costs and minimize uncertainty by letting us assume some of your risk.

Expertise



ATWORK'S highly-experienced internal staff puts each employee hired thorough a comprehensive application process, extensive interview, and a complete battery of skill checks. We verify each applicant's employment records, conduct court and background checks as required, and give a 5-panel drug test. ATWORK employees keep abreast of current employment laws and OSHA regulations, and are active members of the Northeast Tennessee Chapter of American Society of Safety Engineers (ASSE). We are committed that our employees work in and contribute to a safe and healthy work environment.

AtWork Solutions

Customized Screening Process

- Recruitment and Interview
- E-Verify
- Verification of Previous Work History
- 5 Panel Drug Screen (Pre-Employment, Reasonable Suspicion & Post Accident)
- Background
- Pre-employment tests
- Payroll Taxes, Employer's Contributions, Worker's Compensation and Liability Insurance
- W-2's Issued
- Unemployment Insurance
- Dispatch Orientation to review Hours, Pay, Shift, Supervisor, Job Requirements, Time Keeping, etc.

Client Rate

RATE DESCRIPTION

	<u>Pay Rate/Hour</u>	<u>Mark Up</u>
Clerical/Administrative Support	\$11.00	39%

Employee Benefits

Holiday Pay

ATWORK employees are eligible for the following holidays as paid, after completing 1000 hours:

- Memorial Day
- Thanksgiving Day
- Christmas Day
- New Year's Day
- Independence Day
- Labor Day

Vacation Pay

Employees are eligible for five paid vacation days after completing 1,500 hour in a twelve month period, then every year thereafter so long as they complete the 1,500 hours within that year.

Insurance

ATWORK offers temporaries access to minor medical insurance through Essential Staffcare.

ATWORK is ACA compliant.

Knoxville Support Staff

AMANDA WHALEY, CSP – REGIONAL MANAGER

Amanda has been employed with AtWork for almost 18 years. She has served as the Knoxville/Alcoa Office Manager for several years and recently was promoted to the Regional Manager. Amanda will oversee operations for the Knoxville, Alcoa, Sevierville and Dandridge offices. Amanda started out as a Staffing Manager with the Bristol location. Amanda's background consists of customer service, client retention, and management.

CHRIS PARKS – CSP – ASSISTANT OFFICE MANAGER

Chris has been with AtWork for 6 years. Chris was recently promoted to the Assistant Manager position. Chris handles the daily operations of the Knoxville office as well as several AtWork clients.

DENIELLE GRAYBEAL – BILINGUAL STAFFING COORDINATOR

Denielle has worked for AtWork for a total of 6 years. Denielle handles some of the larger AtWork clients in the Knoxville area.

JEREMY SMITH – STAFFING COORDINATOR

Jeremy has worked for AtWork for a little over 3 years. Jeremy started out working in the Johnson City location and transferred to the Knoxville/Alcoa locations in July 2012. Jeremy handles several clients in the Knoxville, Blount and Loudon areas.

DEBRA MYERS, CSP- STAFFING MANAGER

Debra has worked for AtWork for almost 3 years. Debra starting working in our Sevierville location but transferred to Knoxville in June 2013.

DAISY SORIA, BILINGUAL STAFFING COORDINATOR

Daisy has been with AtWork for a little over a year. Daisy started out as an Administrative Assistant but moved into the Staffing Coordinator role recently. She has been assisting with a few of our larger clients.

ROY BLACK, ADMINISTRATIVE ASSISTANT

Roy started in July of this year. Roy assists all the Staffing Managers/Coordinators with daily applicant needs.

DAVID LUTTRELL, CSP & MARTY LUTTRELL, CSP - OWNERS

Professional Personnel Service, Inc. DBA AtWork Personnel Services is owned by brothers David and Marty Luttrell. The business began in 1993 and through exemplary customer service, the company has grown from its single office beginning to multiple locations from East Tennessee to Southwest Virginia to Georgia.

Norma Owens

Nov 18 (2 days ago)



Good Afternoon Mr. Harrison,

I enjoyed our conversation this morning and I am confident that we can find a qualified person to fill the administrative assistant position that is available with your organization.

The temporary employee will be an employee of Temp Systems, Inc. and will be on assignment with your organization. They will be covered with our workers compensation insurance and we will cover all costs associated with their employment. They will fill out a weekly time card to be signed by your organization's supervisor of her time. We will process pay for that person weekly and send an invoice for hours worked to the billing address.

There will be a 50% markup over the temporary employee's direct hourly pay rate. For instance: \$12/hr pay rate, bill rate \$18/hr

We will prequalify the appropriate person by comprehensive evaluation of all skills required in the previous email. We will check a minimum of three references to ensure a qualified employee for the assignment at Loudon County Solid Waste Disposal Commission. If there is a desire to hire our employee permanently, she/he can go directly to your organization's payroll with no liquidation charge, after 90 days.

If there are other questions or concerns, please do not hesitate to call me.

Thank you for your inquiry and I look forward to providing a qualified employee for your organization's needs.

Norma Owens
CEO
TEMP SYSTEMS, INC.

865-670-1555

From: Robert Harrison

Sent: Tuesday, November 18, 2014 10:37 AM

To: nowens@tempsystems.com

Subject: Fwd: Temp person for the LCSWDC homework



November 20, 2014

Loudon County Solid Waste Disposal Commission
Robert Harrison

Dear Mr. Harrison:

Thank you so much for considering our services to assist you in filling your administrative position. We are delighted to assist you in your search for the candidate who is the best fit for your needs.

StaffingSolutions® is a full service staffing organization providing light industrial and administrative professionals on a temporary, temporary to hire, or permanent basis. StaffingSolutions® is a division of a nationwide staffing organization, EmployBridge, with over 150 offices nationwide. This allows us to draw from all over the country for the best candidates. Our in-house staff is comprised of highly skilled administrative and staffing professionals who will assist you in your search for the most qualified candidate to fill any position you might require.

Short/Long Term Temporary Placements

This procedure allows you to draw from our pre-screened, qualified field of employees for temporary staffing needs. Rates are determined based upon the skill set required and the hourly pay requested by the employee. Your bill rate includes all required payroll taxes including, state and federal unemployment taxes, workers compensation and the employer's portion of FICA tax. Staffing Solutions® reserves the right to adjust bill rates in the event to a change in state or federally mandated payroll taxes or employer costs or if the nature of the job description changes. We recommend a pay rate of \$14.00 per hour which would make your bill rate \$22.40 per hour. Effective Jan. 2015 we will be charging a \$0.25/hr. surcharge for the Affordable Care Act.

Overtime will be paid and billed for all hours worked in excess of 40 hours during the Monday through Sunday work week at time and one-half the total pay and bill rates respectively as required by law. StaffingSolutions® will provide your company with weekly invoices for temporary and temporary-to-hire employees, which are due and payable 15 days from the date of the invoice.

Temporary-to-Hire Placements

On a temporary-to-hire basis, the candidate remains an employee of StaffingSolutions® for the duration of 600 conversion hours for full time positions. At the conclusion of the temporary-to-hire period the candidate would transfer to your employee payroll with no additional fee. Should you elect to convert the employee before the 600-hour conversion requirement is satisfied, you may do so for a pro-rated fee which is calculated using the remaining hours on the assignment times the modifier. Your bill rate would be the same as listed above.

Direct Hire

StaffingSolutions will charge a fee computed as 20% of the candidate's first year base annual salary. Placement fees for our services are earned by StaffingSolutions if a candidate is hired either directly or indirectly by your company, affiliate, or subsidiary, as a result of our efforts and referral, including but not limited to: facsimile transmission of a requested resume or candidate profile, telephone interview, or

personal interview, within one year of the last contact made as a result of those efforts and referrals. This includes a referred candidate who is subsequently hired in a temporary or contract position by your company, affiliates, or subsidiaries. Hiring a candidate referred by StaffingSolutions constitutes acceptance of our fee schedule. All fees are earned and due on the candidate's start date.

Our Guarantee on Direct Hire Placements

StaffingSolutions guarantees your hiring decision and the reputation of our service. Should the candidate's employment terminate for any reason during the first 60 calendar days of employment, you are entitled to a one time free replacement. This guarantee will be valid only if the fee is paid in full within 15 days the candidate begins full time employment with your company, and if a request for replacement is received within five (5) calendar days from the date in which the candidate's services cease.

Our qualifying process for all positions includes computerized testing and evaluation, national background checks, drug screen, personal interviews, and reference checking. With the applicant's consent, references and credit investigations are provided solely for your use and must not be divulged.

The client, Loudon County Solid Waste Disposal Commission, acknowledges the considerable cost incurred by StaffingSolutions® to recruit, evaluate and maintain the quality control of its temporary employees. Therefore, in consideration of the foregoing costs incurred by StaffingSolutions®, it is agreed that the Client, Loudon County Solid Waste Disposal Commission, may not hire a StaffingSolutions® temporary employee, transfer this employee to the payroll of any other company or any other temporary service within six (6) months from and after the last day of the assignment worked by, or for which, the StaffingSolutions® employee was paid, without paying a conversion fee. If the Client, Loudon County Solid Waste Disposal Commission, wishes to hire a StaffingSolutions® temporary employee, then Client agrees to contact StaffingSolutions® to determine the fee amount and to pay the conversion fee.

StaffingSolutions® will refer all qualified applicants within Equal Employment Opportunity guidelines. We do not discriminate in the acceptance or referral of candidates on the basis of race, color, religion, sex, age, national origin, marital status, disability or other protected characteristics.

Acceptance of our applicant referrals constitutes an agreement with Loudon County Solid Waste Disposal Commission of this letter of understanding. Again, thank you for allowing StaffingSolutions® to assist you with your staffing needs and please call if you have any questions.

Sincerely,

Virginia Hardwick
Sales Manager (865) 982-9480

Date

Robert Harrison
Loudon County Solid Waste Disposal Commission

Date

Loudon County Department of Accounts and Budgets
Solid Waste Disposal Fund 207
Monthly Cash Report
November 2014

October 2014 Combined Ending Cash Balance per Monthly Report		2,907,022.52
Adjustments:		
November Trustee Commission	0.02	
	0.00	
Total Adjustments		0.02
Adjusted Oct 2014 Combined Ending Balance per Loudon Co Trustee		2,907,022.54

Solid Waste Disposal Commission Operating Fund

Operating Fund Ending Balance October 2014		2,516,063.85
Cash Receipts:		
* Trustee's Collections - Bankruptcy	0.22	
* Interest and Penalty	0.01	
Surcharge - Host Fees (Received 12/1/14)	0.00	
Surcharge - Security Fees (Received 12/1/14)	0.00	
Investment Income	208.60	
Total Monthly Revenue		208.83
Cash Disbursements:		
Board & Committee Members Fees	(300.00)	
Contracts with Private Agencies (Santek)	0.00	
Engineering Services (Santek)	0.00	
Legal Services	(2,383.30)	
Other Contracted Services (Mowing)	0.00	
Trustee's Commission	(0.90)	
Total Cash Disbursements		(2,684.20)
Expenditure Credit:		
November Trustee Commission Adjustment		0.02
<u>Operating Fund Ending Balance November 2014</u>		<u>2,513,588.50</u>

Poplar Springs Subfund

Poplar Springs Subfund Balance October 2014		390,958.67
Cash Receipts:		
Total Monthly Revenue	0.00	0.00
Cash Disbursements:		
Legal Services	0.00	
Legal Services Repayment to Operating Fund	0.00	
Total Cash Disbursements		0.00
<u>Poplar Springs Subfund Balance November 2014</u>		<u>390,958.67</u>

<u>TOTAL COMBINED OPERATING AND POPLAR SPRINGS NOV 2014 BALANCE</u>		<u>2,904,547.17</u>
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Combined Summary - November 2014		
Beginning Balance		2,907,022.54
Plus Operating Revenue		208.83
Less Operating and Poplar Springs Disbursements		(2,684.20)
TOTAL COMBINED BALANCE - NOVEMBER 2014		<u>2,904,547.17</u>

* Loudon County Trustee's Office has indicated that a correction will be included in the month of December.



650 25th Street, N.W., Suite 100
Cleveland, Tennessee 37311
(423) 303-7101

Email: mail@santekenviro.com
Internet: www.santekenviro.com

Monthly Operations Report
Matlock Bend Landfill
December 9, 2014
Presented by:
Santek Environmental, Inc.

- I. OPERATIONS**
 - A. Tonnage Report
 - B. Customer Report
 - C. Inspection
 - D. Materials Classification Report
 - E. Tire Report
 - F. Wheel Wash

- II. REMAINING AIRSPACE UTILIZATION SCHEDULE**

- III. HOST & SECURITY FEES**

**LANDFILL TONNAGE VOLUME
MONTH ENDING -
NOVEMBER 2014**

MATLOCK BEND LANDFILL

MONTH	2013	2014	2013 TO 2014
JANUARY	21,183.26	18,181.51	(3,001.75)
FEBRUARY	18,784.45	18,827.30	42.85
MARCH	21,164.32	19,821.19	(1,343.13)
APRIL	23,808.40	21,488.87	(2,319.53)
MAY	24,577.63	19,160.50	(5,417.13)
JUNE	21,643.84	15,228.14	(6,415.70)
JULY	21,471.10	18,079.82	(3,391.28)
AUGUST	21,439.01	13,382.53	(8,056.48)
SEPTEMBER	19,616.80	12,101.59	(7,515.21)
OCTOBER	21,230.51	11,006.89	(10,223.62)
NOVEMBER	17,453.70	9,330.41	(8,123.29)
DECEMBER			0.00
TOTAL	232,373.02	176,608.75	(55,764.27)

**DAILY AVG FOR ANY
RUNNING 30 DAY
PERIOD 311.02**

CITY OF LOUDON

MONTH	2013	2014	2013 TO 2014
JANUARY	361.29	326.75	(34.54)
FEBRUARY	303.30	322.26	18.96
MARCH	348.14	355.95	7.81
APRIL	427.14	380.93	(46.21)
MAY	429.42	383.29	(46.13)
JUNE	367.47	402.25	34.78
JULY	427.04	392.38	(34.66)
AUGUST	407.20	380.25	(26.95)
SEPTEMBER	362.06	367.90	5.84
OCTOBER	363.07	366.56	3.49
NOVEMBER	324.58	284.12	(40.46)
DECEMBER			0.00
TOTAL	4,120.71	3,962.64	(158.07)

LOUDON COUNTY

MONTH	2013	2014	2013 TO 2014
JANUARY	453.60	413.74	(39.86)
FEBRUARY	384.82	391.37	6.55
MARCH	436.97	444.91	7.94
APRIL	479.58	436.44	(43.14)
MAY	474.49	463.42	(11.07)
JUNE	452.76	451.76	(1.00)
JULY	513.37	484.61	(28.76)
AUGUST	457.80	471.18	13.38
SEPTEMBER	430.59	445.68	15.09
OCTOBER	438.17	445.15	6.98
NOVEMBER	377.62	404.80	27.18
DECEMBER			0.00
TOTAL	4,899.77	4,853.06	(46.71)

WASTE SERVICES OF TN

MONTH	2013	2014	2013 TO 2014
JANUARY	4,596.48	5,007.47	410.99
FEBRUARY	5,069.18	4,363.83	(705.35)
MARCH	4,998.69	4,318.51	(680.18)
APRIL	5,925.28	4,920.17	(1,005.11)
MAY	5,132.10	4,482.69	(649.41)
JUNE	5,270.28	4,005.97	(1,264.31)
JULY	5,162.47	5,301.42	138.95
AUGUST	4,710.10	2,860.52	(1,849.58)
SEPTEMBER	4,812.63	2,032.03	(2,780.60)
OCTOBER	5,182.25	1,874.48	(3,307.77)
NOVEMBER	4,185.97	1,725.65	(2,460.32)
DECEMBER			0.00
TOTAL	55,045.43	40,892.74	(14,152.69)

LENOIR CITY

MONTH	2013	2014	2013 TO 2014
JANUARY	297.14	255.87	(41.27)
FEBRUARY	261.57	256.28	(5.29)
MARCH	270.08	307.30	37.22
APRIL	355.37	380.93	25.56
MAY	332.94	363.48	30.54
JUNE	295.24	333.05	37.81
JULY	369.49	387.51	18.02
AUGUST	344.97	298.25	(46.72)
SEPTEMBER	304.62	319.37	14.75
OCTOBER	312.80	329.79	16.99
NOVEMBER	247.76	239.43	(8.33)
DECEMBER			0.00
TOTAL	3,391.98	3,471.26	79.28

TENNESSEE TRASH

MONTH	2013	2014	2013 TO 2014
JANUARY	1,525.76	1,509.64	(16.12)
FEBRUARY	1,358.88	1,560.54	201.66
MARCH	1,520.34	1,778.92	258.58
APRIL	1,821.18	2,067.49	246.31
MAY	1,860.16	2,020.17	160.01
JUNE	1,683.06	2,012.92	329.86
JULY	1,890.47	2,237.90	347.43
AUGUST	1,781.76	2,005.41	223.65
SEPTEMBER	1,621.55	2,033.83	412.28
OCTOBER	1,853.33	2,168.74	315.41
NOVEMBER	1,733.05	1,871.73	138.68
DECEMBER			0.00
TOTAL	18,649.54	21,267.29	2,617.75

LANDFILL TONNAGE VOLUME
MONTH ENDING -
NOVEMBER 2014

KIMBERLY CLARK - PAPER WASTE

MONTH	2013	2014	2013 TO 2014
JANUARY	6,856.77	7,846.43	989.66
FEBRUARY	5,851.74	7,663.61	1,811.87
MARCH	7,687.65	8,275.51	587.86
APRIL	7,018.70	8,218.88	1,200.18
MAY	8,293.00	6,458.22	(1,834.78)
JUNE	7,282.70	3,128.27	(4,154.43)
JULY	8,313.08	3,273.42	(5,039.66)
AUGUST	8,570.34	2,986.85	(5,583.49)
SEPTEMBER	7,741.02	3,058.67	(4,682.35)
OCTOBER	7,915.96	2,667.78	(5,248.18)
NOVEMBER	7,665.86	2,603.95	(5,061.91)
DECEMBER			0.00
TOTAL	83,196.82	56,181.59	(27,015.23)

TATE & LYLE - SLUDGE

MONTH	2013	2014	2013 TO 2014
JANUARY	2,186.05	2,088.33	(97.72)
FEBRUARY	2,377.30	2,387.03	9.73
MARCH	2,382.90	2,292.99	(89.91)
APRIL	2,766.65	2,601.69	(164.96)
MAY	1,879.97	2,050.17	170.20
JUNE	2,381.90	1,700.20	(681.70)
JULY	1,999.93	1,986.88	(13.05)
AUGUST	1,734.07	703.19	(1,030.88)
SEPTEMBER	2,159.64	0.00	(2,159.64)
OCTOBER	2,048.70	0.00	(2,048.70)
NOVEMBER	2,048.01	0.00	(2,048.01)
DECEMBER			0.00
TOTAL	23,965.12	15,810.48	(8,154.64)

PSC METALS INC

MONTH	2013	2014	2013 TO 2014
JANUARY	5,100.02	1,136.94	(3,963.08)
FEBRUARY	3,992.14	1,834.26	(2,157.88)
MARCH	3,842.74	2,139.46	(1,703.28)
APRIL	5,550.21	2,915.74	(2,634.47)
MAY	5,413.60	2,571.44	(2,842.16)
JUNE	4,102.91	2,708.47	(1,394.44)
JULY	2,640.75	3,239.67	598.92
AUGUST	2,757.78	2,024.07	(733.71)
SEPTEMBER	2,447.58	1,467.66	(979.92)
OCTOBER	2,889.73	417.11	(2,472.62)
NOVEMBER	1,287.67	123.75	(1,163.92)
DECEMBER			0.00
TOTAL	40,025.13	20,578.57	(19,446.56)

TATE & LYLE - ASH

MONTH	2013	2014	2013 TO 2014
JANUARY	771.87	933.76	161.89
FEBRUARY	884.91	567.17	(317.74)
MARCH	943.56	90.20	(853.36)
APRIL	1,235.12	218.21	(1,016.91)
MAY	1,205.39	356.37	(849.02)
JUNE	1,166.92	237.06	(929.86)
JULY	1,291.32	240.14	(1,051.18)
AUGUST	1,180.93	18.73	(1,162.20)
SEPTEMBER	1,080.97	0.00	(1,080.97)
OCTOBER	838.34	0.00	(838.34)
NOVEMBER	559.14	0.00	(559.14)
DECEMBER			0.00
TOTAL	11,158.47	2,661.64	(8,496.83)



**TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF SOLID WASTE MANAGEMENT
SOLID WASTE DISPOSAL FACILITY EVALUATION**

NAME OF SITE <i>Matlock Bend LF</i>		REGISTRATION NUMBER <i>SNL 53-0203</i>		DATE <i>11/14/14</i>		
LOCATION (physical) <i>Rt 72 Loudon Co</i>		PURPOSE <input checked="" type="checkbox"/> Complete <input type="checkbox"/> Follow-up <input type="checkbox"/> Complaint <input type="checkbox"/> Other				
OWNER/OPERATOR <i>Loudon Co / Scaetek</i>		TYPE OF FACILITY <input checked="" type="checkbox"/> CLASS I <input type="checkbox"/> CLASS II <input type="checkbox"/> CLASS III <input type="checkbox"/> CLASS IV				
		V1	V2		V1	V2
Inadequate vector control	8010	___	___	Leachate improperly managed	8330	___
Access not limited to operating hours	8020	___	___	Inadequate leachate collection system	8340	___
Inadequate artificial or natural barrier	8030	___	___	Leachate observed at the site	8350	___
Inadequate information signs	8040	___	___	Leachate entering runoff	8360	___
Unsatisfactory access road(s)/parking area(s)	8050	___	___	Leachate entering a water course	8370	___
Certified personnel not present during operating hours	8060	___	___	Inadequate gas migration control system	8380	___
Unapproved salvaging of waste	8070	___	___	Inadequate maintenance of gas migration control system	8390	___
Evidence of open burning	8080	___	___	Potential for explosions or uncontrolled fires	8420	___
Inadequate fire protection	8090	___	___	Waste not confined to a manageable area	8430	___
Unsatisfactory litter control	8110	___	___	Improper spreading of waste	8440	___
Inadequate employee facilities	8120	___	___	Improper compacting of waste	8450	___
No communication devices	8130	___	___	Unsatisfactory initial cover	8460	___
Inadequate operating equipment	8140	___	___	Unsatisfactory intermediate cover	8470	___
Unavailability of backup equipment	8150	___	___	Unsatisfactory final cover	8480	___
Unavailability of cover material	8160	___	___	Excessive pooling of water	8490	___
Inadequate maintenance of runoff/runoff system(s)	8170	___	___	Unsatisfactory stabilization of cover	8510	___
Inadequate erosion control	8180	___	___	Dumping of waste into water	8520	___
Inadequate dust control	8190	___	___	Unsatisfactory records or reports	8530	___
Unauthorized waste accepted	8210	___	___	Groundwater monitoring system improperly maintained	8540	___
Unapproved special waste accepted	8220	___	___	Operation does not correspond with engineering plans	8570	___
Tires improperly handled	8230	___	___	Operation does not correspond with permit condition(s)	8580	___
Medical waste improperly handled	8240	___	___	Permit, plans, operating manual not available	8590	___
Dead animals improperly handled	8250	___	___	No operating scales	8610	___
Washout of solid waste	8270	___	___			
No permanent benchmark	8280	___	___			
Inadequate random inspection program	8290	___	___			
Mishandling of special waste	8300	___	___			
Buffer zone standard violated	8310	___	___			
Inadequate maintenance of leachate management system	8320	___	___			
COMMENTS: <i>Overfill done, graded & seeded</i>						
<i>Rills on N slope by (cont) pump to be repaired.</i>						
<i>No violations</i>						
PERSON INTERVIEWED (Signature) <i>[Signature]</i>		INSPECTED BY (Signature) <i>[Signature]</i>				
TITLE <i>[Signature]</i>		TITLE <i>Geologist</i>				
TIME OF DAY <i>5:20</i>	WEATHER CONDITIONS <i>Sunny 30's</i>		COMPLIANCE DATE <i>11-14-14</i>			

Distribution: Facility - White Field Office - Canary Central Office - XC

Materials Classification Report
Matlock Bend Landfill
Monthly Tonnage Summary September 2014

Material	Tonnage	2011 Sludge %		2012 Sludge %	
MSW		January	xx	January	6%
		February	xx	February	8%
MSW	6,101	March	16%	March	8%
		April	12%	April	9%
Special Waste		May	13%	May	8%
		June	12%	June	8%
Other	2,732	July	11%	July	11%
		August	8%	August	10%
Ash	153	September	6%	September	10%
		October	6%	October	12%
Sludge	344	November	6%	November	10%
		December	7%	December	10%
Total Special Waste	3,229				
Total MSW & SW	9,330				
Tires	42	January	11%	January	12%
		February	13%	February	13%
Total Material	9,373	March	12%	March	12%
		April	12%	April	13%
% MSW	65%	May	10%	May	12%
		June	13%	June	12%
% Special Waste	35%	July	11%	July	12%
		August	9%	August	6%
% Sludge	4%	September	12%	September	1%
		October	10%	October	3%
		November	12%	November	4%
		December	13%	December	xx

**2014-2015 Matlock Bend
Landfill Tire Report**

Month	Tonnage
Jul-14	51.84
Aug-14	14.23
Sep-14	33.99
Oct-14	39.8
Nov-14	69.61
Dec-14	
Jan-15	
Feb-15	
Mar-15	
Apr-15	
May-15	
Jun-15	
Total (tons)	209.47

Matlock Bend Landfill - Module H 2015 Airspace Projection / Construction Schedule

DATE	REMAINING AIRSPACE ¹ (CY)	MONTHLY TONNAGE	ACTUAL / PROJECTED ²	UTILIZATION FACTOR	MONTHLY VOLUME CONSUMED (CY)	ENDING MONTHLY REMAINING AIRSPACE (CY)
		10,813		0.99		
Sept. 18, 2014	382,853	-	-	-	-	-
Sept. 19-30, 2014	-	4,478	A	0.99	4,433	378,420
October	-	11,007	A	0.99	10,897	367,523
November	-	9,330	A	0.99	9,237	358,286
December	-	10,813	P	0.99	10,705	347,581
January '15	-	10,813	P	0.99	10,705	336,877
February	-	10,813	P	0.99	10,705	326,172
March	-	10,813	P	0.99	10,705	315,467
April	-	10,813	P	0.99	10,705	304,762
May	-	10,813	P	0.99	10,705	294,057
June	-	10,813	P	0.99	10,705	283,352
July	-	10,813	P	0.99	10,705	272,648
August	-	10,813	P	0.99	10,705	261,943
September	-	10,813	P	0.99	10,705	251,238
October	-	10,813	P	0.99	10,705	240,533
November	-	10,813	P	0.99	10,705	229,828
December	-	10,813	P	0.99	10,705	219,123

¹ = Remaining airspace based on Sept. 18, 2014 aerial survey.

Full Date

September-2017

² = Projected tonnages are based on a 3 month average per Matt Dillard on 6-2-09.

³ = Utilization rate based on the annual utilization rate per October 27, 2008 construction meeting (Avg. Utilization = 1.28 cy/ton)

Tonnage for Past 3 Months

September	12,102
October	11,007
November	9,330
Average	10,813

cc: Matt
Rob
Cheryl
Ron
Chris
Levi
Jason



650 25th Street NW, Ste 100
Cleveland, TN 37311

Phone: (423) 303-7101
Toll Free: (800) 467-9160
www.santekenviro.com

December 8, 2014

Loudon County Solid Waste Disposal Commission
100 River Road
P.O. Box 351
Loudon, TN 37774

Dear Steve:

Pursuant to Section 10.6 and 10.7 of the Sanitary Landfill Operation Agreement between Loudon and Santek as of July 1, 2007, Santek agreed to pay the Commission a host fee and security fee as defined in the Agreement. The following recap reflects the calculation for the period November 1, 2014 to November 30, 2014:

Host Fees (Greater of below) –	
Total Tip Fees Billed	\$177,896.67
Host Fee Percentage	<u>4.00%</u>
	\$ 7,115.87
Minimum Fee	<u>\$ 10,652.00</u>

Security Fees (Greater of below) –	
Total Tonnage Received	9,330.41
Rate per ton	<u>\$ 1.00</u>
Total	\$ 9,330.41

Total Tip Fees Billed	\$177,896.67
Security Fee Percentage	<u>5.00%</u>
	<u>\$ 8,894.83</u>

Our checks in payment of the above fees have been remitted to the above address for the Commission. Should you have any questions or need additional information, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Andrew Kandy".

Andrew Kandy
Regional Controller