

## December MRF Report

Town of LaPointe Board of Supervisors and residents of the Town of LaPointe,

We would first like to congratulate Max on his new position with the Town of LaPointe, and the new Town Administrator. A well deserved thank you to Dorgene, Lauren, Alex and the rest of the Town Hall staff who kept us all moving forward while we were in search for the new Administrator.

December has been a slow month for the MRF but we continue to work at cleaning and organizing the facility along with planning for 2025. We have also made progress with using more of the features that the Square Point of Sale system has to offer. Our everyday goal at the MRF is to continue to serve the public and to keep solid waste and recyclables moving off island.

We have made good progress in the last month to complete the goal of having the main MRF building cleaned and organized. A big help to this was going to a single stream system with plastic and paper. In the middle of the month, Micheal haled the first load of plastic/paper mix in one of our 40 cubic yard compactor boxes to the Republic Transfer Station in Ashland. Total weight of the recycling load came out to 4.5 tons. Going single stream with plastic and paper has created some dislike from some of the public, but we do our best to explain to them why the Town has gone this route. Ultimately, sending plastic and paper to Republic gives those recyclables a much higher chance of being recycled and not ending up in a landfill. Doing these single stream loads will also help cut down costs of labor and equipment wear and tear when it comes to storing and bailing the items.

With a fresh box in place Micheal and I cleaned up the rest of the stored plastic in the back of the main building. With no need to keep the plastic storage bins, we are gaining back about 25% more floor space in the main building. The plan for this space is have an organized area for Household Hazardous Waste (HHW) where it can be kept in order by the attendants when they are working. How we want things organized will be a working process into the summertime to see what works best in terms of organization and efficiency.

The most important projects that we have been working on is organizing the HHW in the lower building. In mid-December we finalized a date with Veolia to have a clean sweep at the MRF. This will take place July 23<sup>rd</sup>, 2025, between 10AM to 2PM. With this clean sweep coming up, we want to make sure that we are as organized as possible, to make the Veolia teams job as easy as possible when they are here. Along with cleaning up the HHW, we are also organizing E-Waste. Once we have everything in labeled containers, we will haul the E-Waste for recycling. Even though the concept is simple for organizing these items, it takes time to make sure everything is going into the right container and set for shipping. Depending on how January is in terms of snow fall, we would like to have the clean up project done by the end of January.

In December we made a big step forward, introducing the new MRF cards. These MRF cards will work in the same way as the ferry cards do. Customers can preload them, with any dollar amount of their choosing, and when they come to the MRF to pay for their trash, they will pay with their card. So far, the public seems happy with the new system. When we start getting into peak summer, we will see how the new system will work with the heavy traffic flow. In January we plan on purchasing a mobile square system that we can use out in the sorting area, so that we do not have to do every transaction in the office. This will help keep customers flowing through the facility. As we mentioned in a previous report, using this new card system will help us better track actual sales. We have created spreadsheets to help us track trucking costs and will use the data from the square system to figure out how much we are taking in on sales vs what it costs us to dispose of solid waste and demo.

The next part of change we will be making in the office will be the charge accounts. There are two issues that we have with the current system. The first issue is that we have no agreement between our customers and the Town of LaPointe to have a charge account, and the costs of the charge account. We have a draft agreement written up for Max to review. Once Max approves of the document, we will have the Town Board approve it, and have it sent off to our customers that have charge accounts to fill out and sign. The second issue with the current charging system is that it takes a lot of labor for both MRF staff and Town Hall staff. Currently we hand write all transactions that are charges for business and at the end of the month we enter those transactions into a spreadsheet. That spreadsheet is then sent to Town Hall where invoices are created and sent out to the customers. We are looking at using the House Account feature in the Square sales system. As businesses charge their items, we can put it in the Square system as a house account charge. At the end of the month, we can easily convert those charges into an invoice and send it to the customer. These invoices can be sent to the customer by email, and through that email, customers can pay by ACH transfer, Credit Card charge, mail a check, or come to the MRF and pay by cash or check. This will hopefully reduce the amount of time for both MRF staff and Town Hall staff moving forward. As with all change, there will have to figure out the new procedure for this new system so that everyone is on the same page.

The last part of this report, and future reports will be financial information and other data on MRF operations. With some spreadsheets that we have made, we hope to give accurate information for the following. Sales, outstanding MRF card balance, House Account outstanding balance, trucking costs, hauling information, and recycling data. One item to note in the sales is that these numbers are through the Square system and does not include charge account revenue.

## Financials

December sales through square		Year to Date
Gross Sales	\$1,467 .00	\$79,409.75
New MRF Card Discount	\$(109.75)	\$(109.75)
New MRF Card Sales	\$1,545.00	\$1545.00
Total Payment Collected	\$2,878.25	\$80,821.00

## Revenue and Expense numbers from Workhorse as of 12/30/2024

Solid Waste Disposal	\$135,813.75
Sale of Recycled Materials	\$28,461.64
Total MRF Revenue	\$164,275.39
Total MRF Expenses	\$177,059.01

## Recycling for 2024

Plastics 5,927lbs      Paper 14,230lbs  
Aluminum 9,185lbs    Tin 4,030lbs  
Carboard 50,821lbs  
**Total bailed** 84,193lbs

## **Auction**

The information given in this report for the auction is as of 12/30/2024 at 1:00PM. The conclusion of the auction will be 1/3/2025 at 10:40AM. Most of the bidding for the auction starts about 5 hours before the end of the auction, so we should expect the prices for some of the items to be higher than what I am reporting. When the auction is concluded, I will give a full report to what the items sold for.

2019 Harbor Commission Fridge Truck \$5,050.00

1991 Public Works 5yd dump truck \$1,000.00

1994 Fire Department F250 \$825.00

1989 Public Works Chevy 2500 \$100.00

MRF Armor Cast containment unit \$100.00

2006 Harbor Commission trailer \$955.00

Harbor Commission off road trailer \$415.00

Public Works 737 mower \$86.00

Public Works one person kayak \$13.50

Public Works two person kayak \$79.00

Public Works old Jonis beach playground \$155.00