

**AGENDA**

**LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION**

**July 10, 2012**

**6:30 p.m.**

**LOUDON COUNTY COURTHOUSE ANNEX**

**Loudon, Tennessee**

1. Call to Order
2. Approval of the Minutes – June 12, 2012
3. Items of Public Concern
4. Cash Activity Reports
5. Operations Report
6. Attorney's Report
7. TNRMT Invoice
8. Third Party Financial Assessment & Compliance Evaluation
10. Other Items of Consideration
11. Adjourn

**MONTHLY CASH REPORT**

June OF 2012

**CASH RECEIPTS:**

Landfill Host Fees	14,725.70
Closure/Post Clo. Security Fees	21,187.33
Interest Received	154.72
Tire Grants	
Other: _____	

**Total Monthly Revenue:** 36,067.75

**CASH DISBURSEMENTS:**

Commissioner Meeting Pymts.	300.00
Commissioner Travel/Seminar	
Meeting Expense	
Legal Services	
Audit/Accounting Services	
Consultants	
Trustee's Commission	
Debt Service/Loudon - Water Lines	
Santek-Tire Grant	
Engineering Services	
Office Supplies	1.80
Building and Contents Insurance	
Other: <u>Contracted Services-Mowing</u>	400.00

**Total Monthly Expense:** 701.80

Change in Net Assets: 35,365.95

**BEGINNING CASH BALANCE:** \$ 2,307,407.39

CLOSURE RESERVES:	\$ 842,726.53
<b>Total Closure Reserves and General Account</b>	<b>\$ 2,342,773.34</b>
GENERAL ACCOUNT:	\$ 1,500,046.81

**ENDING CASH BALANCE:** \$ 2,342,773.34

**CHANGE IN CASH POSITION** \$ 35,365.95



*Invoice*  
**#594 CG**

**Insured Name:** LOUDON COUNTY SOLID WASTE COMMISSION

**Contact:** MR. STEVE FIELD  
CHAIRMAN

**Address:** 100 RIVER ROAD

**City:** LOUDON    **State:** TN    **Zip Code:** 37774

**Effective Date:** 7/01/2012 – 7/01/2013

**Policy #** TNRMT

**Line of Business:**

PACKAGE

**Company Name:**

TNRMT

**TOTAL PREMIUM DUE: \$3,965**

**IF PREMIUM IS PAID BY 7/10/12: 2% DISCOUNT APPLIES**

**TOTAL PREMIUM: \$3,886**

**IF PREMIUM IS PAID AFTER 7/31/12: 2% PENALTY APPLIES**

**MAKE CHECK PAYABLE AND REMIT TO**

**TENNESSEE RISK MANAGEMENT TRUST**

**TNRMT**

**404 BNA DRIVE, SUITE 208  
NASHVILLE, TN 37217**



650 25th Street, N.W., Suite 100  
Cleveland, Tennessee 37311  
(423) 303-7101  
Toll Free: (800) 467-9160

Email: [mail@santekenviro.com](mailto:mail@santekenviro.com)  
Internet: [www.santekenviro.com](http://www.santekenviro.com)

**Monthly Operations Report**  
**Matlock Bend Landfill**  
**July 10, 2012**  
**Presented by:**  
**Santek Environmental, Inc.**

- I. OPERATIONS**
  - A. Tonnage Report
  - B. Customer Report
  - C. Materials Classification Report
  - D. Inspection
  - E. Tire Report
  
- II. REMAINING AIRSPACE UTILIZATION SCHEDULE**
  
- III. HOST & SECURITY FEES**

**LANDFILL TONNAGE VOLUME  
MONTH ENDING -  
JUNE 2012**

MATLOCK BEND LANDFILL

MONTH	2011	2012	2011 TO 2012
JANUARY	12263.30	21228.22	8964.92
FEBRUARY	14311.55	19725.24	5413.69
MARCH	21861.87	21278.30	-583.57
APRIL	19200.92	18513.04	-687.88
MAY	19189.17	21187.33	1998.16
JUNE	18316.34	19009.85	693.51
JULY	17378.46		
AUGUST	25383.15		
SEPTEMBER	22528.42		
OCTOBER	21370.05		
NOVEMBER	25184.76		
DECEMBER	19804.15		
TOTAL	236792.14	120941.98	15,798.83

DAILY AVG FOR ANY  
RUNNING 30 DAY PERIOD 633.66

CITY OF LOUDON

MONTH	2011	2012	2011 TO 2012
JANUARY	323.05	360.21	37.16
FEBRUARY	321.96	332.91	10.95
MARCH	402.55	415.05	12.50
APRIL	394.02	370.06	-23.96
MAY	402.53	385.40	-17.13
JUNE	405.65	364.68	-40.97
JULY	419.74		
AUGUST	424.56		
SEPTEMBER	374.30		
OCTOBER	373.74		
NOVEMBER	357.31		
DECEMBER	375.50		
TOTAL	4574.91	2228.31	(21.45)

LOUDON COUNTY

MONTH	2011	2012	2011 TO 2012
JANUARY	435.27	455.80	20.53
FEBRUARY	404.63	434.11	29.48
MARCH	474.86	500.25	25.39
APRIL	466.94	444.00	-22.94
MAY	468.57	476.95	8.38
JUNE	480.37	463.27	-17.10
JULY	470.47		
AUGUST	459.32		
SEPTEMBER	447.25		
OCTOBER	439.67		
NOVEMBER	470.12		
DECEMBER	502.73		
TOTAL	5520.20	2774.38	43.74

LENOIR CITY

MONTH	2011	2012	2011 TO 2012
JANUARY	266.42	284.88	18.46
FEBRUARY	271.36	283.75	12.39
MARCH	371.20	365.85	-5.35
APRIL	359.97	346.16	-13.81
MAY	360.17	340.93	-19.24
JUNE	365.29	320.28	-45.01
JULY	351.96		
AUGUST	334.38		
SEPTEMBER	450.84		
OCTOBER	325.24		
NOVEMBER	297.36		
DECEMBER	314.40		
TOTAL	4068.59	1941.85	(52.56)

WASTE SERVICES OF TN

MONTH	2011	2012	2011 TO 2012
JANUARY	4347.31	3697.81	-649.50
FEBRUARY	4637.87	3731.86	-906.01
MARCH	6678.49	3915.26	-2763.23
APRIL	5450.54	4006.32	-1444.22
MAY	7030.55	4785.96	-2244.59
JUNE	6076.54	4263.01	-1813.53
JULY	6536.20		
AUGUST	7337.91		
SEPTEMBER	3318.35		
OCTOBER	3415.25		
NOVEMBER	4087.34		
DECEMBER	3386.00		
TOTAL	62302.35	24400.22	(9,821.08)

WASTE CONNECTIONS

MONTH	2011	2012	2011 TO 2012
JANUARY	49.15	0.00	-49.15
FEBRUARY	0.00	30.22	30.22
MARCH	31.91	0.00	-31.91
APRIL	11.40	0.00	-11.40
MAY	100.53	0.00	-100.53
JUNE	7.70	0.00	-7.70
JULY	0.00		
AUGUST	13.09		
SEPTEMBER	0.00		
OCTOBER	17.41		
NOVEMBER	0.00		
DECEMBER	83.10		
TOTAL	316.29	30.22	(170.47)

**LANDFILL TONNAGE VOLUME  
MONTH ENDING -  
JUNE 2012**

KIMBERLY CLARK - ASH

MONTH	2011		2012		2011 TO 2012
	2011	2012	2012	2012	
JANUARY	521.90		0.00		-521.90
FEBRUARY	0.00		0.00		0.00
MARCH	809.09		0.00		-809.09
APRIL	755.23		0.00		-755.23
MAY	640.15		0.00		-640.15
JUNE	1124.46		0.00		-1124.46
JULY	1176.65				
AUGUST	1053.96				
SEPTEMBER	57.68				
OCTOBER	723.97				
NOVEMBER	132.45				
DECEMBER	0.00				
TOTAL	6995.54		0.00		(3,850.83)

TATE & LYLE - SLUDGE

MONTH	2011		2012		2011 TO 2012
	2011	2012	2012	2012	
JANUARY	1447.96		1264.44		-183.52
FEBRUARY	2308.09		1593.58		-714.51
MARCH	2691.51		1693.49		-998.02
APRIL	1894.03		1629.64		-264.39
MAY	2368.16		1527.87		-840.29
JUNE	2083.81		1447.61		-636.20
JULY	1775.29				
AUGUST	1870.47				
SEPTEMBER	1108.93				
OCTOBER	1080.24				
NOVEMBER	1389.93				
DECEMBER	1128.19				
TOTAL	21146.61		9156.63		(3,636.93)

PSC METALS INC

MONTH	2011		2012		2011 TO 2012
	2011	2012	2012	2012	
JANUARY	944.37		5439.68		4495.31
FEBRUARY	3499.07		3937.54		438.47
MARCH	5743.05		4655.10		-1087.95
APRIL	4352.13		3902.33		-449.80
MAY	3551.34		4230.61		679.27
JUNE	3637.91		2766.11		-871.80
JULY	2305.75				
AUGUST	4901.35				
SEPTEMBER	4784.14				
OCTOBER	4247.48				
NOVEMBER	4596.66				
DECEMBER	3740.92				
TOTAL	46304.17		24931.37		3,203.50

TATE & LYLE - ASH

MONTH	2011		2012		2011 TO 2012
	2011	2012	2012	2012	
JANUARY	1447.96		958.79		-489.17
FEBRUARY	756.49		470.78		-285.71
MARCH	2140.97		633.01		-1507.96
APRIL	1896.27		894.70		-1001.57
MAY	3055.98		1183.70		-1872.28
JUNE	2362.07		1219.60		-1142.47
JULY	2699.09				
AUGUST	3473.16				
SEPTEMBER	622.29				
OCTOBER	963.44				
NOVEMBER	830.44				
DECEMBER	808.75				
TOTAL	21056.91		5360.58		(6,299.16)

KIMBERLY CLARK - PAPER WASTE

MONTH	2011		2012		2011 TO 2012
	2011	2012	2012	2012	
JANUARY			7975.38		7975.38
FEBRUARY			7790.53		7790.53
MARCH			7790.86		7790.86
APRIL			6201.17		6201.17
MAY			7497.63		7497.63
JUNE			7543.41		7543.41
JULY	2411.04				
AUGUST	6489.48				
SEPTEMBER	9314.89				
OCTOBER	8032.99				
NOVEMBER	11561.17				
DECEMBER	8141.51				
TOTAL	45951.08		44798.98		44,798.98

**Materials Classification Report**  
**Matlock Bend Landfill**  
**Monthly Tonnage Summaries**

<b>Material</b>	<b>June - 12</b>	<b>Unit</b>
<b><u>MSW</u></b>		
MSW	5,796	Tons
<b><u>Special Waste</u></b>		
Other	10,330	Tons
Ash	1,342	Tons
Sludge	1,541	Tons
<b>Total Special Waste</b>	<b>13,213</b>	
<b>Total Material</b>	<b>19,009</b>	
<b>% MSW</b>	<b>30%</b>	
<b>% Special Waste</b>	<b>70%</b>	
<b>% Sludge</b>	<b>8%</b>	



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

NAME OF SITE <i>London County Landfill</i>		REGISTRATION NUMBER <i>SNL 53-0203</i>	DATE <i>June 18 2012</i>
LOCATION (physical) <i>Off Hwy 72 west of London</i>		PURPOSE <input type="checkbox"/> Complete <input type="checkbox"/> Complaint	<input type="checkbox"/> Follow-up <input checked="" type="checkbox"/> Other <i>base grade</i>
OWNER/OPERATOR <i>Owner: London Co. S.W. Authority Operator: Santele/Kerithgdon</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	___	___
Access not limited to operating hours	8020	___	___
Inadequate artificial or natural barrier	8030	___	___
Inadequate information signs	8040	___	___
Unsatisfactory access road(s)/parking area(s)	8050	___	___
Certified personnel not present during operating hours	8060	___	___
Unapproved salvaging of waste	8070	___	___
Evidence of open burning	8080	___	___
Inadequate fire protection	8090	___	___
Unsatisfactory litter control	8110	___	___
Inadequate employee facilities	8120	___	___
No communication devices	8130	___	___
Inadequate operating equipment	8140	___	___
Unavailability of backup equipment	8150	___	___
Unavailability of cover material	8160	___	___
Inadequate maintenance of runoff/runoff system(s)	8170	___	___
Inadequate erosion control	8180	___	___
Inadequate dust control	8190	___	___
Unauthorized waste accepted	8210	___	___
Unapproved special waste accepted	8220	___	___
Tires improperly handled	8230	___	___
Medical waste improperly handled	8240	___	___
Dead animals improperly handled	8250	___	___
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	___	___
Leachate improperly managed	8330	___	___
Inadequate leachate collection system	8340	___	___
Leachate observed at the site	8350	___	___
Leachate entering runoff	8360	___	___
Leachate entering a water course	8370	___	___
Inadequate gas migration control system	8380	___	___
Inadequate maintenance of gas migration control system	8390	___	___
Potential for explosions or uncontrolled fires	8420	___	___
Waste not confined to a manageable area	8430	___	___
Improper spreading of waste	8440	___	___
Improper compacting of waste	8450	___	___
Unsatisfactory initial cover	8460	___	___
Unsatisfactory intermediate cover	8470	___	___
Unsatisfactory final cover	8480	___	___
Excessive pooling of water	8490	___	___
Unsatisfactory stabilization of cover	8510	___	___
Dumping of waste into water	8520	___	___
Unsatisfactory records or reports	8530	___	___
Groundwater monitoring system improperly maintained	8540	___	___
Operation does not correspond with engineering plans	8570	___	___
Operation does not correspond with permit condition(s)	8580	___	___
Permit, plans, operating manual not available	8590	___	___
No operating scales	8610	___	___
COMMENTS: <i>Base grade looks good with uniform clay, only a few small rocks. May need placing the clay liner. If liner project is delayed will need to wet + roll the surface again before starting if hot dry weather continues.</i>			
PERSON INTERVIEWED (Signature) <i>[Signature]</i>		INSPECTED BY (Signature) <i>[Signature]</i>	
TITLE <i>Construction Supervisor</i>		TITLE <i>Environmental Engineer</i>	
TIME OF DAY <i>9:30-9:45 AM</i>	WEATHER CONDITIONS <i>Sunny @ 80°</i>	COMPLIANCE DATE	

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

**2011-2012 Matlock Bend  
Landfill Tire Report**

<b>Month</b>	<b>Tonnage</b>
Jul-11	17.06
Aug-11	30.5
Sep-11	21.45
Oct-11	39.07
Nov-11	13.12
Dec-11	37.99
Jan-12	29.86
Feb-12	15.76
Mar-12	16.5
Apr-12	34.53
May-12	23.27
Jun-12	18.12
<b>Total (tons)</b>	<b>297.23</b>

## Matlock Bend Landfill 2012 Airspace Projection / Construction Schedule

DATE	REMAINING AIRSPACE <sup>1</sup> (CY)	MONTHLY TONNAGE	ACTUAL / PROJECTED <sup>2</sup>	UTILIZATION FACTOR	MONTHLY VOLUME CONSUMED (CY)	ENDING MONTHLY REMAINING AIRSPACE (CY)
		19,576		1.35		
Oct. 2, 2011	562,069	-	-	-	-	-
Oct. 3-31, 2011	-	21,122	A	1.35	28,514	533,555
November	-	25,185	A	1.35	33,999	499,556
December	-	19,804	A	1.35	26,736	472,820
January ' 12	-	21,228	A	1.35	28,658	444,162
February	-	19,725	A	1.35	26,629	417,533
March	-	21,278	A	1.35	28,726	388,807
April	-	18,515	A	1.35	24,996	363,812
May	-	21,203	A	1.35	28,624	335,187
June	-	19,010	A	1.35	25,663	309,524
July	-	19,576	P	1.35	26,428	283,096
August	-	19,576	P	1.35	26,428	256,668
September	-	19,576	P	1.35	26,428	230,241
October	-	19,576	P	1.35	26,428	203,813
November	-	19,576	P	1.35	26,428	177,385
December	-	19,576	P	1.35	26,428	150,957

<sup>1</sup> = Remaining airspace based on Oct. 2, 2011 aerial survey.

Full Date - Module F & G

June-2013

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

<sup>3</sup> = Utilization rate based on the annual utilization rate per October 27, 2008 construction meeting (Avg. Utilization = 1.46 cy/ton)

### Tonnage for Past 3 Months

April	18,515
May	21,203
June	19,010
<b>Average</b>	<b>19,576</b>

cc: Matt  
Rob  
Kenny F.  
Cheryl  
Ron  
Chris  
Levi  
David M.  
Jason



650 25<sup>th</sup> Street NW, Ste 100  
Cleveland, TN 37311

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

July 9, 2012

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 June 1, 2012 to June 30, 2012:

Host Fees (Greater of below) –	
Total Tip Fees Billed	\$350,443.03
Host Fee Percentage	<u>4.00%</u>
	<b>\$ 14,017.72</b>
Minimum Fee	<u>\$ 10,652.00</u>
Security Fees (Greater of below) –	
Total Tonnage Received	19,009.85
Rate per ton	<u>\$ 1.00</u>
Total	<b>\$ 19,009.85</b>
Total Tip Fees Billed	\$350,443.03
Security Fee Percentage	<u>5.00%</u>
	<b>\$ 17,522.15</b>

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



650 25<sup>th</sup> Street NW, Ste  
100  
Cleveland, TN 37311

Phone: (423) 303-7101  
Toll Free: (423) 467-9160

June 28, 2012

Loudon County Solid Waste Disposal Commission  
100 River Road  
Box 100  
Loudon, Tennessee 37774

Attention: Steve Field

Dear Mr. Field,

Under terms of Section 12.6 of the Sanitary Landfill Operation Agreement dated July 1, 2007, Santek is to provide Performance Security in the amount of \$1,000,000.00.

Enclosed is the Performance Bond Continuation Certificate on bond #851093 issued by Evergreen National Indemnity Company for the period of July 1, 2012 to June 30, 2013, to comply with the requirements of the Agreement.

If you should have any questions or need additional information regarding this, please do not hesitate to contact me.

Sincerely,

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

Andrew Kandy  
Regional Vice President of Finance & Controller

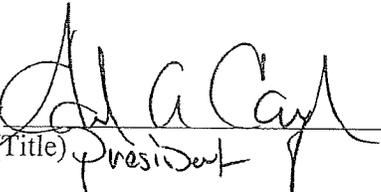
**CONTINUATION CERTIFICATE**

The Evergreen National Indemnity Company, as Surety on bond number 851093, in the amount of, One Million and 00/100 Dollars (\$1,000,000.00), on behalf of Santek Environmental, Inc., the Principal, in favor of the Loudon County Solid Waste Disposal Commission, the Obligee, hereby continues the term of said bond in the amount of One Million and 00/100 Dollars (\$1,000,000.00), for the period beginning the 1st day of July 2012, and ending the 30th day of June 2013, subject to all covenants and conditions as set forth and expressed in said bond.

This Continuation Certificate is executed upon the express condition that the Company's liability under said bond and this and all Continuation Certificates issued in connection therewith shall not be cumulative and shall not in any event exceed the sum of the said bond in force at the time of default.

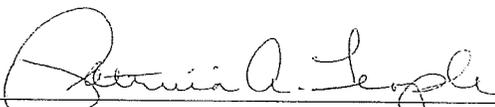
Signed and sealed this 25th day of June, 2012.

**Santek Environmental, Inc.**

By   
(Title) President

(Corporate Seal)

**Evergreen National Indemnity Company**

By   
Patricia A. Temple, Attorney-In-Fact

(Corporate Seal)

EVERGREEN NATIONAL INDEMNITY COMPANY  
MAYFIELD HEIGHTS, OH  
POWER OF ATTORNEY

POWER NO. 851093

KNOW ALL MEN BY THESE PRESENTS: That the Evergreen National Indemnity Company, a corporation in the State of Ohio does hereby nominate, constitute and appoint:

Patricia A. Temple

its true and lawful Attorney(s)-In-Fact to make, execute, attest, seal and deliver for and on its behalf, as Surety, and as its act and deed, where required, any and all bonds, undertakings, recognizances and written obligations in the nature thereof, PROVIDED, however, that the obligation of the Company under this Power of Attorney shall not exceed One Million and 00/100 Dollars (\$1,000,000.00).

This Power of Attorney is granted and is signed by facsimile pursuant to the following Resolution adopted by its Board of Directors on the 23rd day of July, 2004:

"RESOLVED, That any two officers of the Company have the authority to make, execute and deliver a Power of Attorney constituting as Attorney(s)-in-fact such persons, firms, or corporations as may be selected from time to time.

FURTHER RESOLVED, that the signatures of such officers and the Seal of the Company may be affixed to any such Power of Attorney or any certificate relating thereto by facsimile; and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company; and any such powers so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached."

IN WITNESS WHEREOF, the Evergreen National Indemnity Company has caused its corporate seal to be affixed hereunto, and these presents to be signed by its duly authorized officers this 1st day of June, 2009.

EVERGREEN NATIONAL INDEMNITY COMPANY



By: Charles D. Hamm Jr.  
Charles D. Hamm Jr., President  
By: David A. Canzone  
David A. Canzone, CFO

Notary Public)  
State of Ohio)

SS:

On this 1st day of June, 2009, before the subscriber, a Notary for the State of Ohio, duly commissioned and qualified, personally came Charles D. Hamm, Jr. and David A. Canzone of the Evergreen National Indemnity Company, to me personally known to be the individuals and officers described herein, and who executed the preceding instrument and acknowledged the execution of the same and being by me duly sworn, deposed and said that they are the officers of said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate Seal and signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of said Corporation, and that the resolution of said Company, referred to in the preceding instrument, is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at Columbus, Ohio, the day and year above written.



PENNY M. BURNS  
NOTARY PUBLIC  
STATE OF OHIO  
Comm. Expires  
April 04, 2012

Penny M. Burns  
Penny M. Burns, Notary Public  
My Commission Expires April 4, 2012

State of Ohio )

SS:

I, the undersigned, Secretary of the Evergreen National Indemnity Company, a stock corporation of the State of Ohio, DO HEREBY CERTIFY that the foregoing Power of Attorney remains in full force and has not been revoked; and furthermore that the Resolution of the Board of Directors, set forth herein above, is now in force this.

Signed and sealed in Mayfield Heights, Ohio this 25th day of June, 2012.



Wan C. Collier  
Wan C. Collier, Secretary

**LOUDON COUNTY  
SOLID WASTE DISPOSAL COMMISSION**

(Revised 7-10-12)

**COMMISSIONER CONTACT INFORMATION**

<p><b>Work:</b> Steve Field, Chairman Loudon County Solid Waste Disposal Commission Loudon County Annex 101 Mulberry Street, Suite 102 Loudon, TN 37774</p> <p>Cheryl Dunson – Exec. VP Marketing (Santek) (423) 303-7101</p>	<p>WORK PHONE: 865-576-1057 HOME PHONE: 865-986-9516 FAX: 865-458-6508 EMAIL: <a href="mailto:fieldsm@utinet.net">fieldsm@utinet.net</a></p> <p><b>Home:</b> Steve Field, Chairman 1240 Donna Drive Lenoir City, Tennessee 37771 (Loudon County Appointee – 5th District)</p>
<p>Robert Harrison, Secretary/Treasurer Post Office Box 327 Loudon, Tennessee 37774 (Loudon City Appointee – 1st District)</p>	<p>WORK PHONE: 865-531-6400 HOME PHONE: 865-458-5711 FAX: 865-531-1698 EMAIL: <a href="mailto:rharrison@rmmoore.com">rharrison@rmmoore.com</a> Mobile: 865-740-5711</p>
<p>Aprell Patterson, Commissioner 130 Riverpoint Drive Lenoir City, Tennessee 37772 (Loudon County Appointee – 6th District)</p>	<p>WORK PHONE: 865-241-2568 HOME PHONE: 865-988-3587 EMAIL: <a href="mailto:alacocoa@earthlink.net">alacocoa@earthlink.net</a></p>
<p>Jim Akins, Commissioner 315 E 3<sup>rd</sup> Avenue Lenoir City, Tennessee 37771 (Lenoir City Appointee – 2nd District)</p>	<p>WORK PHONE: HOME PHONE: 865-986-6755 EMAIL <a href="mailto:RAKINSA@BELLSOUTH.NET">RAKINSA@BELLSOUTH.NET</a> MOBILE: 865-356-7437</p>
<p>Ted Sitzlar, Commissioner 25800 Highway 72 N Loudon, Tennessee 37774 (Loudon County Appointee – 1st District)</p>	<p>HOME PHONE: 865-458-9402 EMAIL: <a href="mailto:sitzman01@aol.com">sitzman01@aol.com</a> Mobile: 865-680-6446</p>
<p>Bill Waldrop, Vice Chairman 112 Tigitsi Lane Loudon, Tennessee 37774 (Loudon County Appointee – 7th District)</p>	<p>HOME PHONE: 865-458-0506 FAX: 865-458-0504 EMAIL: <a href="mailto:wrwaldrop@aol.com">wrwaldrop@aol.com</a> Mobile: 865-809-1111</p>
<p>John D. Watkins, Commissioner 299 Edwards School Road Loudon, Tennessee 37774 (Loudon County Appointee – 4th District)</p>	<p>HOME PHONE: 865-458-5292 EMAIL: <a href="mailto:riesling4@aol.com">riesling4@aol.com</a> Mobile: 865-776-0243</p>

**LOUDON COUNTY  
SOLID WASTE DISPOSAL COMMISSION**

(Revised 7-10-12)

**ADVISORS, CONSULTANTS**

<p>C. Coulter Gilbert, Esquire Kennerly, Montgomery &amp; Finley, P.C. Post Office Box 442 Knoxville, Tennessee 37901-0442</p> <p>OR 550 Main Street, 4<sup>th</sup> Floor Knoxville, Tennessee 37902</p>	<p>WORK PHONE: 865-546-7311 FAX: 865-524-1771 EMAIL: cgilbert@kmfpc.com</p>
<p>Cheryl Dunson, Vice President Santek Environmental, Inc. 650 25<sup>th</sup> Street, NW Cleveland, Tennessee 37311-1353</p>	<p>WORK PHONE: 423-476-9160 1-800-467-9160 EMAIL: Cheryl@santekenviro.com</p>
<p>Kim Rhea The University of Tennessee County Technical Assistance Service _____ _____</p>	<p>WORK PHONE: _____ MOBILE: _____ FAX: _____ EMAIL: _____</p>

**COMMISSIONER CONTACT NOTES**

<p>Aprill Patterson, Commissioner</p>	<p>FIRST CHOICE FOR CONTACT IS WORK PHONE: 865-241-2568. LEAVE A MESSAGE. THIS IS THE ONLY WAY TO CONTACT HER ON DAY OF MEETING.</p>
<p>Ted Sitzlar, Commissioner</p>	<p>MOBILE IS NOT FOR PUBLIC USE Mobile: 865-680-6446</p>
<p>John D. Watkins, Commissioner</p>	<p>FIRST PRIORITY FOR CONTACT IS HOME PHONE: 865-458-5292 DOES NOT CARRY MOBILE AT ALL TIMES.</p>

# LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION

## MASTER PLAN COMMITTEE CHARTER

### I. PURPOSE

The Master Plan Committee (the "Committee") is an ad hoc committee of the Loudon County Solid Waste Disposal Commission (the "LCSWDC") created and appointed by the LCSWDC in accordance with this committee charter for the purpose of developing and providing a master plan for the Matlock Bend Landfill located in Loudon, Tennessee, which is owned and operated by the LCSWDC and to perform the duties that are delegated to the Committee by this committee charter.

### II. APPOINTMENT AND STRUCTURE

A. All members of the Committee shall be appointed by the LCSWDC in accordance with this committee charter, except for the ex-officio members of the committee, who shall serve by virtue of their office.

B. The Committee shall be comprised of at least three members of the LCSWDC, who each shall represent one of the three governmental stakeholders of the commission, but in no event shall the Committee consist of more than \_\_\_ voting members. The Committee's membership shall also include the following:

[here insert additional required members]

C. All Committee members shall serve at the pleasure of the LCSWDC and may be removed with or without cause at any time by vote of the LCSWDC and no Committee member's term shall extend beyond his or her term as a member of the LCSWDC.

D. Vacancies on the Committee shall be filled by the LCSWDC.

E. The LCSWDC shall appoint the chair of the Committee. The Committee shall by a majority vote elect a vice-chair and a secretary for its duration. A quorum, which shall be a majority of the voting Committee members, is required for an official meeting of the Committee. Actions of the Committee require a majority of the voting members present.

### III. DUTIES

A. Operate under this committee charter, which it shall review at the Committee's

first meeting and make any recommendations for revisions to the LCSWDC for the commission's consideration.

- B. [Here describe the specific duties of the committee and the details of the master plan to be produced, as well as the expected timetable for the same.

IV. LIMITATIONS

The Committee shall not negotiate or contract with third parties, nor shall it incur unauthorized expenses on behalf of the LCSWDC or otherwise obligate or commit funds of the LCSWDC.

V. MEETINGS

Committee meetings will be held periodically on an announced basis or as needed and shall be open to the public and comply with all applicable state laws regarding open meetings of like governmental bodies. Regularly scheduled meetings, if any, will be scheduled by vote of the Committee and appropriate public notice of the same shall be given. Special meetings may be called at any time by the chair, the vice-chair or any two members of the Committee provided proper public notice of the meeting and its purpose is given under the circumstances.

VI. REPORTS

The Committee will be expected to furnish oral or written reports at LCSWDC meetings, when requested, which shall include any LCSWDC action requested or recommended by the Committee. Minutes of all Committee meetings shall be maintained and furnished to the LCSWDC on a timely basis.

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Reviewed by LCSWDC: July 10, 2012

**LOUDON COUNTY COMMISSION'S FIFTH THURSDAY SESSION**

**AUGUST 30, 2012 -- 6:00 p.m.**

**Tanasi Golf Course Clubhouse  
Tellico Village, Tennessee**

**PROGRAM PRESENTED BY THE  
LOUDON COUNTY SOLID WASTE DISPOSAL COMMISSION**

**SUGGESTED PROGRAM AGENDA**

1. Call to Order - Mayor Herron
2. Introduction of Program- Steve Field, Chairman
3. The LCSWDC - Background and Recent Developments Update
  - A. Background Information about the LCSWDC
  - B. Update on Property Acquisition Program
  - C. Financial Condition Report
  - D. Independent Compliance Review
  - E. Master Plan for Matlock Bend Landfill
4. Question and Answer Session for County Commissioners
5. County Commissioner Survey
6. Other Business
7. Adjourn

# Loudon County Solid Waste Disposal Commission

## Request for Proposals Summary Matlock Bend Landfill Compliance Review

July 10, 2012

**WHO:** The Loudon County Solid Waste Disposal Commission (“LCSWDC”) plans to retain an independent, qualified and experienced engineering firm (“Consultant”) to provide specified professional services in connection with LCSWDC’s Matlock Bend Landfill, which is operated by Santek Engineering, Inc. (“Operator”) under a 20-year turn-key operating contract that commenced in October of 2007 (the “Operating Contract”).

**WHAT:** The Consultant will be engaged to conduct an independent and limited compliance review of the Landfill’s operations and the Operator’s performance under the Operating Contract with the primary focus on two principle areas:

- (i) Financial Sustainability of the Landfill – Is the Landfill producing sufficient revenues under the Operating Contract to operate and eventually close the facility in accordance with all closure/post closure requirements?
- (ii) Operator Compliance – Is the Operator complying with the terms of the Operating Contract and applicable TDEC rules and regulations to assure a well-run facility in keeping with the best interest of the LCSWDC and its stakeholders?

**WHY:** To properly exercise the LCSWDC’s responsibility for operating the Landfill and to assist the LCSWDC in its assessment of and long-range planning for Landfill operations.

- WHEN:**
- (i) Draft RFP to be presented to LCSWDC on July 10, 2012
  - (ii) RFP to be released on or before July 17, 2012
  - (iii) Proposals to be returned by August 7, 2012
  - (iv) Selection of Consultant by LCSWDC on August 14, 2012
  - (v) Completion of Compliance Review targeted for \_\_\_\_\_

- HOW:**
- (A) Develop a clear and effective Request for Proposals aimed at identifying and selecting a Consultant that (i) is well qualified with the requisite landfill operations experience and accounting analysis capabilities to conduct the review, (ii) is independent and reputable, (iii) has a strong reputation for quality service performance, and (iv) preferably has a local presence.
  - (B) Work with Leo Bradshaw for a review and “sanity check” on the draft RFP.
  - (C) Consult with Mayor Herron and Tracy Blair on financial questions to insure all relevant stones are identified, turned over and examined through this process.
  - (D) Submit draft RFP for review and approval by LCSWDC and encourage LCSWDC to interview leading candidates if necessary or helpful.

# Loudon County Solid Waste Disposal Commission

## Request for Proposals Matlock Bend Landfill Compliance Review

July 10, 2012

**WHO:** The Loudon County Solid Waste Disposal Commission (“LCSWDC”) seeks responsive proposals for services from independent, qualified and experienced engineering firms (the “Consultant”) to provide specified professional services in connection with LCSWDC’s Matlock Bend Landfill located in Loudon, Tennessee (the “Landfill”). The Landfill is operated by Santek Engineering, Inc. (“Operator”) under a 20-year turn-key operating contract that commenced in October of 2007 (the “Operating Contract”).

**WHAT:** The Consultant will be engaged to conduct an independent and limited compliance review of the Landfill’s operations and the Operator’s performance under the Operating Contract with the primary focus on two principle areas:

- (i) Financial Sustainability of the Landfill – Is the Landfill producing sufficient revenues under the Operating Contract to operate and eventually close the facility in accordance with all closure/post closure requirements?
- (ii) Operator Compliance – Is the Operator complying with the terms of the Operating Contract and applicable TDEC rules and regulations to assure a well-run facility in keeping with the best interest of the LCSWDC and its stakeholders?

**WHY:** To properly exercise the LCSWDC’s responsibility for operating the Landfill and to assist the LCSWDC in its assessment of and long-range planning for Landfill operations.

- WHEN:**
- (i) Draft RFP to be presented to LCSWDC on July 10, 2012
  - (ii) RFP to be released on or before July 17, 2012
  - (iii) Proposals to be returned by August 7, 2012
  - (iv) Selection of Consultant by LCSWDC on August 14, 2012
  - (v) Completion of Compliance Review targeted for \_\_\_\_\_

**DETAILS:** LCSWDC has an ongoing turn-key contract with the Operator to operate the Landfill. Under the terms of the contract, the Operator pays the LCSWDC fees that were designed to pay costs and accrue revenue to accomplish closure and post closure of the landfill. In working with its auditor, the LCSWDC has determined that the rate of accumulation of funds for closure/post closure do not appear to be accumulating at the anticipated rate.

LCSWDC seeks to engage the services of an independent, qualified third party to provide an evaluation in the two primary focus areas described above – (i) the Landfill’s financial sustainability and (ii) the Operator’s compliance under the Operating Contract.

While all proposers are encouraged to submit their qualifications and suggested approach to accomplishing the desired compliance review, LCSWDC suggests that the following items be included in the scope of work as required elements:

Financials:

- (i) Interview principals on the LCSWDC, our auditor, our legal counsel, Loudon County Mayor and Loudon County Finance Director
- (ii) Review last FY financial records working with Santek to verify tons reported were properly accounted and proper fees paid to the LCSWDC.
- (iii) Review proposed cost to close the landfill at the end of the current contract (accommodates the new “major Permit mod”)
- (iv) Project revenue to the LCSWDC based on current contract provisions and estimated tonnages and provide shortfall/surplus projections for estimated closure/post closure at the termination of the contract.

Operations:

- (i) Put boots on the ground, walk the current footprint and verify compliance with TDEC regulations. Inspect Storm water management features and provide an evaluation of their effectiveness and impacts downstream. Evaluate trucks leaving the landfill site and measures to insure trucks leave the landfill with clean tires and cleanup of mud during wet weather events at the egress onto Highway 72.
- (ii) Pick xx number of days and observe traffic coming into the landfill and reconcile at days end with the number of vehicles + types Santek reports. Estimate tonnages based on size/type and compare with daily receipts supplied by Santek.

LCSWDC invites proposers to provide a narrative on their suggested methodology to accomplish the task. LCSWDC encourages respondents to be creative in their approach and welcomes suggestions on how best to approach the challenges.

All proposers shall also provide an estimate of work hours and cost schedule for the compliance review. LCSWDC recognizes the need for operational savvy personnel as well as financial experts. A projected schedule to accomplish the above mentioned tasks will be provided.

The final product to LCSWDC will be a report detailing the findings as listed above. A draft report may be submitted for comment with a marked up draft returned to the subcontractor 30 after receipt of the draft with a final due 20 days after the mark-up is returned.

Proposals shall be enclosed in a sealed envelope and delivered to the Loudon County Purchasing Office, at the above address on or before \_\_\_\_\_, 2012 no later than 3:00 p.m. **The Proposer shall supply one (1) original and nine (9) copies of each Proposal submitted.**

LCSWDC reserves the right to reject any or all Proposals, to waive irregularities and/or informalities in any Proposal, to evaluate Proposals, and to make and award a Contract in any manner, consistent with law, for the Proposal it determines to be in the best interest of the LCSWDC. LCSWDC shall in no way be liable for any costs incurred by any Proposer to prepare its Proposal in response to this invitation.