

To: President and Members of the Munster Town Council

From: Patricia Abbott
Controller/Interim Town Manager

Date: August 5, 2024

Re: Engagement Letter: Solid Waste Management Fee

The Town of Munster charges a monthly fee on the water utility bill to support the costs associated with the collection of residential garbage, recycling, leaves and branches. This fee is the primary source of revenue for the Solid Waste Management Fund.

Over the past four years, Staff has taken a pro-active approach with the landfill and the methane generator located there. This has focused on regular tuning and balancing of the well field and performing repairs as they are identified. These ongoing costs were not contemplated in the monthly rate.

At the April 15, 2024, meeting Council approved repairs to the leachate collection system. At the May 20, 2024, meeting Council approved a more extensive repair to the well field system; additional repairs are expected when the regular groundwater testing is performed at the end of this summer. This work will likely need to be completed this winter to avoid issues with the golf course. These costs were not known during the calculation of the current rate. The new methane generator is scheduled for installation in the first half of 2025 and there will be trailing expenses associated with it.

Financial Advisor Baker Tilly has provided an engagement letter to perform a rate analysis to determine the appropriate rates to ensure the costs of collection and the ongoing needs of the landfill are met. Staff anticipates a multi-year rate being adopted to keep up the ever-increasing costs of providing these services and meeting our obligations with the landfill.

The cost is not to exceed \$10,000.00 and will be paid from either the Solid Waste Management Fund or the General Fund.

Recommendation:

By motion and roll call vote, approve the engagement letter dated July 9, 2024 from Baker Tilly for a solid waste management fee analysis at a cost not to exceed \$10,000.00.