

RESOLUTION NO. 605

**RESOLUTION OF THE COUNTY COUNCIL OF DORCHESTER
COUNTY, MARYLAND ADOPTING A LANDFILL
DISPOSAL/TIPPING FEE WAIVER POLICY AND PROCEDURE**

WHEREAS, the adoption of financial policies are recognized as a best practice in public budgeting; and

WHEREAS, financial policies should be an integral part of the development of services, capital and financial plans and the budget; and

WHEREAS, the County Council for Dorchester County, Maryland desires to develop a policy for the governance of waiving landfill disposal/tipping fees to encourage community development, reduce blight and increase assessable values;

NOW, THEREFORE, the County Council for Dorchester County, Maryland, does hereby adopt the following Landfill/Tipping Fee Waiver Policy and Procedure:

**DORCHESTER COUNTY, MARYLAND
Landfill Disposal/Tipping Fees Waiver Policy & Procedures**

Section I. – Introduction

The County Council of Dorchester County approved on October 17, 2017, by resolution, this policy for governance of waiving landfill disposal/tipping fees.

Section II. - Authority & Delegation

Article 25, Section 3 of the Annotated Code of Maryland authorizes the County Council of Dorchester County to adopt by Resolution administrative acts. Pursuant to Resolution number 605 of the County Council of Dorchester County this policy shall supersede any previously adopted or practiced landfill disposal/tipping fee waivers.

Section III. - Purpose

This policy is designed to encourage community development, reduce blight, and increase assessable values. For this purpose, the County may waive tipping fees on the disposal of construction debris for certain projects.

Section IV. – Definitions

Tipping Fees: Fees paid to the landfill for dumping of construction debris.

Review Committee: Review Committee (RC) will serve as the grant scoring and award committee. The RC will have full authority to award the waiver. The RC will consist of five (5) members: One County Council member, the County Manager, the Finance Director, the Public Works Director and one (1) other member(s) of County staff as chosen by the other committee members.

Landfill: The Dorchester County Landfill at Beulah.

Section V. - Applicability

This policy may be applied to projects that are:

1. County Projects funded by grants as a tool to maximize the impact of the grant funds and to use as matching funds to enhance scoring on grant applications.
2. Economic Development projects that are supported by County funds or grant funds as a tool to maximize the impact of County or grant funds.
3. School construction as a tool to minimize the cost of the project to the County taxpayers.
4. Economic development, blight removal and other projects as approved by the Review Committee.

Section VI. - Exclusions

All projects are excluded unless expressly included per the procedures in Section VII. – Procedures.

Section VII. – Procedures

1. Budget Request. The County Manager will submit a budget request for an amount based on projected projects for the fiscal year (Community clean up credits, demolition of blighted properties purchased via tax sale, grants for development projects requiring a match, incentives for developers to develop targeted areas). The Landfill budget must reflect this impact. If the approved waiver amount is not used during the budget year it will not be carried over to the next year.
2. Maximum Award per Project: There will be a maximum award amount allowed per project. This amount will be determined as part of the budget request annually.
3. Maximum Award per Organization per year/lifetime: Each organization will be allowed to apply for a Fee Waiver Award on a project by project basis. No organization can exceed awards of \$20,000 per year or \$100,000 over the life of the organization. Special requests to exceed these amounts must be approved by Council after Review Committee approval.
4. Identify project: Requestor must prepare Tipping Fee Waiver Request Form (attachment A).
5. Request submittal & due dates: Tipping Fee Waiver Forms must be submitted to the County Office Building, Room 108, 501 Court Lane, Cambridge, MD 21613 on or before the following dates to be considered at the next quarterly meeting: August 15th, November 15th, February 15th and May 15th
6. Review Committee: Meets quarterly on the first business day of September, December, March and June to review requests.
7. Deferrals: A request may be deferred until the next meeting if the RC requires more information or determines additional time is needed to review the project.
8. Award Letter: The awardee will receive an award letter to be used at the Landfill to allow for waived fees.
9. Record Keeping. The Award Letter and Tonnage Tracking Form (TTF) must be presented to the Landfill personnel upon delivery of debris. Number of tons will be recorded on the TTF by the landfill personnel. Upon completion of the project the Receipts and the TTF must be forwarded to Finance for recording of transactions.

10. Actual Tons in Excess of Estimate. If the actual tons will exceed the estimate by more than 10% the request must be resubmitted to the Review Committee for approval.

PASSED AND ADOPTED THIS 17th DAY OF October, 2017

ATTEST:



Jeremy Goldman, County Manager

The County Council
of Dorchester County



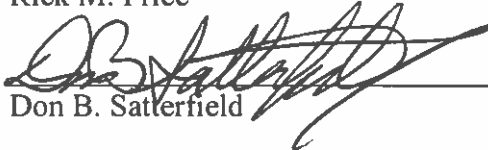
Ricky C. Travers, President



Tom C. Bradshaw, Vice President



William V. Nichols

Rick M. Price


Don B. Satterfield

Attachment A
Tipping Fee Waiver Request Form

LIBERD 007 FOLIO 212

1. Name of Organization: _____
2. Address, website, phone number: _____
3. Contact person: _____
4. Contact Email & Phone Number: _____
5. Project Type: Grant ED School Private (explain below)
6. Project Description: _____

7. Estimated # of Tons: _____
8. Estimated Cost: _____
9. Attach Project Budget and plan with timeline.
10. Can your request be deferred to next quarter? Yes No
- 11: If County Department: Is this project in your budget request: Yes No
If Yes, what is the budget line item _____
If No, how is the project being funded? _____
If a Grant provide documentation of grant application/award and council approval/acceptance.

Requestors Signature	Date	Review Committee Chair	Date

Scoring System:

Each request will be ranked using a 100 point scoring system as defined below:

1. Location of Project – 10 points
2. Severity of need – 10 points
3. Community Support – 5 points (need written letters of support)
4. Non-profit status – 5 points
5. Job creation – 20 points
6. Housing-Improve safety, health, value – 20 points
7. Organization’s investment (leverage) – 10 points
8. Project Management-Capacity – 10 points
9. Readiness to proceed – 10 points
10. Coincides with County project – Bonus – 5 points
11. Green building practices, innovative materials/methods – Bonus – 5 points