

Landfill Licensing



Objectives

- Evaluate the efficiency of the City of Sioux Falls licensing process and determine if the process follows leading practices.
- Determine if adequate controls are in place over the hauler licensing process.
- Determine if adequate controls are in place over the hauler operation.

Background

The Sioux Falls Regional Sanitary Landfill ("Landfill") is located approximately five miles west of Sioux Falls, SD, and is the largest landfill in the state of South Dakota.

The Landfill serves a population of approximately 280,000 residents in a five-county region, which includes Minnehaha, Lake, Lincoln, McCook, and Turner Counties.

The Landfill started accepting municipal solid waste (MSW) in 1979 and currently has a projected closure date of 2077.

The City's solid waste and recycling system is a private, open system and no municipal collection is done. The Landfill is an enterprise fund and its fees are based on cost of service. No tax dollars are used to fund the solid waste system.

Landfill revenues fund the solid waste system, which includes the Landfill, public drop-off sites, household hazardous waste collection, public education programs, and Environmental Center-related expenses.

What We Found

Finding 1: The hauler application is outdated and is not available electronically for haulers to access.

- This is added time for haulers and staff at the City that could be eliminated to improve efficiency.

Finding 2: The licensing process is manual and takes approximately three months to complete.

- The process is manual with no electronic filing or routing of the license application and supporting documentation.

Finding 3: Based on review of hauler files, we found several required items were missing.

- One employee signature was missing, rate structures were not on file for three haulers, and proof of ownership of packer truck was not on file for six haulers.

Finding 4: Compliance with the license sticker requirement and weekly hauling requirement is not consistently being enforced or monitored by Landfill staff.

Finding 5: Inspections of contents delivered to the landfill are being performed; however, the inspection does not include the vehicle or equipment, as stated in City ordinance.

- A licensed hauler's rear load box had rusted and come apart from the truck while at the landfill.

Finding 6: Insurance paperwork is missing for four haulers based on review of hauler files.

What We Recommend

- Update the license and permit application for garbage, construction, and demolition haulers to only include necessary information.
- Utilize the City of Sioux Falls website to enhance the customer experience and provide added convenience and efficiency for both haulers seeking a license and for City of Sioux Falls staff involved in the licensing process.
- Implement electronic document routing software and electronic filing to add security and improve the efficiency of the Landfill licensing process.
- Establish written internal policies and procedures to: 1) Define the hauler licensing process requirements and responsibilities; 2) Ensure Landfill staff are consistently monitoring and enforcing the requirements set forth in City ordinance that licensed haulers are to follow to obtain a license and operate under that license.
- Establish a process to verify the safety of licensed hauling units to protect citizens, employees, and other haulers.