

**SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)
DBA Canyonlands Solid Waste Authority**

Regular Meeting: <https://www.youtube.com/watch?v=quxG-5Ar3IY>

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new CSWA office building as the Anchor Location. The CSWA new office building is located at 2295 Highway 191 south of the Transfer Station Office, Moab, UT 84532. Electronic participation was available via Zoom Meeting

**MINUTES: REGULAR MEETING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD
Tuesday, January 31, 2023, 4:00 P.M.**

Board Members Present: Kalen Jones (Chair), Kevin Fitzgerald (Vice Chair), Mary McGann (Treasurer), Chad Harris (At-Large Member), and Diane Ackerman (Castle Valley Representative).

SWSSD1 Staff Present: LJ Blackburn (Executive Assistant), Savannah Humphreys (Administrative Assistant), Mike Kenerley (Executive Director), Leanne Crowe (HR Assistant), and Nick Lundberg (District Accountant).

Others Present: Cody Deeter and Cami Hamilton (EFG Consulting)

These minutes are presented in the order of the agenda and not necessarily in the order of discussion. The board packet is available on the district's website located here: <https://swssd1.org/board-meetings-and-financials/2023-agendas-and-minutes/>

REGULAR MEETING – CALL TO ORDER (4:00 P.M.)

Kalen Jones called the meeting to order at 4:04 P.M.

CITIZEN'S INPUT

No Citizen's Input was provided.

APPROVAL OF MEETING MINUTES

**A. ACTION ITEM: REVIEW AND APPROVAL OF DECEMBER 21, 2022
REGULAR MEETING MINUTES**

Diane Ackerman noted a minor grammatical error on the minutes and suggested amendment to be made.

MOTION: Mary McGann motioned/Chad Harris seconded to approve the meeting minutes for December 21st. Roll call vote: Diane Ackerman, Kevin Fitzgerald, Mary McGann, Chad Harris, and Kalen Jones each voted yes. Motion passed 5-0.

TRESURER/FINANCIAL

B. ACTION ITEM: REVIEW AND APPROVAL OF EXPENDITURES FOR THE MONTH OF NOVEMBER 2022

LJ Blackburn provided a brief summary of expenditures for the month of November 2022 stating that the bi-annual payment was made to CAT Financial for the Loader, high fuel costs, and payment to National Business Furniture for the furnishment of the new administrative office.

MOTION: Mary McGann motioned/Diane Ackerman seconded to approve the expenditures for the month of November 2022 in the amount of \$455,565.02. Roll call vote: Diane Ackerman, Kevin Fitzgerald, Mary McGann, Chad Harris, and Kalen Jones each voted yes. Motion passed 5-0.

C. DISCUSSION ITEM: DISCUSSION WITH CODY DEETER AND CAMI HAMILTON FROM EFG CONSULTING ON FEE STUDY

Cody Deeter and Kami Hamilton introduced themselves and provided an update of their progress and a summary of the scope of work to the Board. Cody Deeter presented a series of questions that had been received from the City of Moab representatives regarding the potential fee increase for trash and recycling services provided to residents and businesses located within City limits. Mr. Deeter stated that a more thorough and complete analysis will be presented within a month. A brief discussion regarding the reasoning behind the urgency of completing the study ensued. Nick Lundberg provided additional explanation regarding the questions received from the City representatives. Diane Ackerman inquired if this fee study included the removal of glass from single-stream and if the City was supportive of that decision. LJ Blackburn responded that removal of glass is not part of this study, that the City understands the necessity of its removal, and requested that CSWA provide reasoning before moving forward with such an action.

REPORTS FROM BOARD AND STAFF

D. STAFF REPORTS

LJ Blackburn gave a brief staff report stating that all tax documents had been sent out and that staff was settling into the new administrative office well.

Leanne Crowe gave a brief staff report welcoming the new Executive Director, Mike Kenerley, who expressed their appreciation at being a part of the organization. She stated they've been working on an onboarding plan for Mike Kenerley and expressed appreciation to Kevin Fitzgerald for his assistance with relocation efforts.

E. BOARD REPORTS

Diane Ackerman provided a brief Board report stating that she had coordinated an annual cleanup and recycling event with workshops focused on the reduce, reuse, recycle mantra. LJ Blackburn suggested that Diane Ackerman pass along this information to Jessica Thacker so it could be included in the next monthly newsletter.

NEW BUSINESS

F. DISCUSSION ITEM: INTRODUCTION AND WELCOME TO NEW EXECUTIVE DIRECTOR, MIKE KENERLEY

G. DISCUSSION ITEM: THANK YOU AND GOODBYE TO HR ASSISTANT, LEANNE CROWE

FUTURE CONSIDERATIONS

H. DRAFT BUDGETS FOR FACILITIES AND ACQUISITION FUND

I. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, FEBRUARY 15, 2023

ADJOURNMENT

J. ADJOURNMENT

Respectfully submitted to the Board,

Jessica Thacker

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Interim District Clerk, Solid Waste Special Service District #1