

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

Regular Meeting: <https://www.youtube.com/watch?v=I3oXyXEaBw0>

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 AND PUBLIC HEARING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD**
Wednesday, December 13, 2023, 5:00 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 (Administrative Director), Chris Scovill (Operations Director), Mike Kenerley (Executive Director), Savannah Humphreys (District Bookkeeper/Assistant), Nick Lundberg (District Accountant), Lily Houghton (Oncoming Administrative Director), and Jessica Thacker (Program Manager).

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 (5:00 P.M.)

Kalen Jones called the meeting to order at 5:11PM.

CITIZEN'S INPUT

No Citizen's Input was received.

INTRODUCTION

A. DISCUSSION ITEM: WELCOME AND INTRODUCTION OF LILY HOUGHTON, THE NEW ADMINISTRATIVE DIRECTOR

REPORTS FROM BOARD AND STAFF

B. STAFF REPORTS

Mike Kenerley provided a brief staff report indicating that issues continue with the implementation of the AMCS software, but progress continues to be made and that the District looked forward to the final product. He also stated that COVID-19 sick leave

would be removed as pandemic levels have abated while also providing a brief update on the Raftalis contract.

Jessica Thacker provided a brief staff report stating that Canyonlands Solid Waste Authority had participated in the Electric Light Parade and was awarded an Honorable Mention from the Moab Chamber of Commerce, released the monthly newsletter, and that herself, Mike Kenerley, and Chris Scovill had begun working on a more clearly defined job description for her position as well as a Calendar of Events for 2024.

Savannah Humphreys provided a brief staff report stating her experience and progress with the implementation of the AMCS software.

LJ Blackburn expressed appreciation to Lily Houghton for coming onboard with Canyonlands Solid Waste Authority as the new Administrative Director as well as providing a tentative schedule for her upcoming retirement.

C. BOARD REPORTS

Diane Ackerman stated that her “Recycling Rangers” collaboration with the school district would be starting up in January 2024 and provided a summary of the program.

Mary McGann stated that Mike Kenerley had successfully petitioned the Grand County Commission for the requested funding plus an additional \$100,000 of the available TRT funds.

District staff and the Board members all expressed their appreciation to Kalen Jones for his hard work and efforts during his tenure as Chair of the Administrative Control Board.

OLD BUSINESS

D. ACTION ITEM: REVIEW AND APPROVAL OF BOARD MEMBER NOMINATION OF CHAD HARRIS

MOTION: Kevin Fitzgerald motioned/Mary McGann seconded to re-appoint Chad Harris as an At-Large Board Member effective January 1st, 2024. Kalen Jones, Kevin Fitzgerald, Mary McGann, and Diane Ackerman voted yes. Chad Harris abstained. Motion passed 4-0.

E. ACTION ITEM: REVIEW AND APPROVAL OF THE REVISED 2024 DISTRICT OBSERVED HOLIDAYS AND FACILITY CLOSURE

MOTION: Mary McGann motioned/Chad Harris seconded to approve the 2024 District Observed Holidays and Facility Closures as presented and as adjusted during discussion at the November 15, 2023 Regular Board Meeting. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

F. ACTION ITEM: REVIEW AND APPROVAL OF THE REVISED 2024 DISTRICT BOARD MEETING SCHEDULE

MOTION: Kevin Fitzgerald motioned/Diane Ackerman seconded to approve the Administrative Control Board Regular Meeting dates for 2024 as prepared and as adjusted during discussion at the November 15, 2023 Regular Board Meeting. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

PUBLIC HEARING – POSSIBLE ACTION ITEMS (CALL TO ORDER 6:00 P.M.)

G. PUBLIC HEARING ON ADOPTING THE 2024 FEE STRUCTURES

H. PUBLIC HEARING ON ADOPTING THE 2024 PROPOSED BUDGET

Sara Melnicoff (Moab Solutions) provided a public comment expressing concern on District spending citing a lack of leadership following the departure of the previous Executive Director as well as calling for further justification/reasoning for the proposed rate increases. She stated that the continued course of operation could result in the potential failure of Canyonlands Solid Waste Authority and suggested the District consider other methods to prevent that from happening.

I. DISCUSSION ITEM: REVIEW AND DISCUSSION ON FINAL DRAFT BUDGET FOR CALENDAR YEAR 2024

J. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1201 TO APPROVE THE 2024 FEE SCHEDULE FOR KLONDIKE LANDFILL

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to approve and adopt Resolution #2023-1201 of the 2024 Fee Schedule for Klondike Landfill. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

K. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1202 TO APPROVE THE 2024 FEE SCHEDULE FOR MOAB LANDFILL

MOTION: Mary McGann motioned/Chad Harris seconded to approve and adopt Resolution #2023-1202 of the 2024 Fee Schedule for Moab Landfill. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

L. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1203 TO APPROVE THE 2024 FEE SCHEDULE FOR CANYONLANDS TRANSFER STATION

MOTION: Chad Harris motioned/Kevin Fitzgerald seconded to approve and adopt Resolution #2023-1203 of the 2024 Fee Schedule for Canyonlands Transfer Station. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

M. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1204 TO APPROVE THE 2024 FEE SCHEDULE FOR THE COMMUNITY RECYCLE CENTER

MOTION: Diane Ackerman motioned/Kevin Fitzgerald seconded to approve and adopt Resolution #2023-1204 of the 2024 Fee Schedule for the Community Recycle Center. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

N. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1205 TO APPROVE THE 2024 FEE SCHEDULE FOR ROLL-OFF CONTAINER SERVICES

MOTION: Kevin Fitzgerald motioned/Chad Harris seconded to approve and adopt Resolution #2023-1205 of the 2024 Fee Schedule for Roll-off Container Services. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

O. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1206 TO APPROVE THE 2024 FEE SCHEDULE FOR LOCAL AND RURAL (OUTSIDE OF MOAB CITY LIMITS) RESIDENTIAL AND COMMERCIAL TRASH AND RECYCLING COLLECTION SERVICES

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to approve and adopt Resolution #2023-1206 of the 2024 Fee Schedule for Local and Rural (Outside of Moab City Limits) Residential and Commercial Trash and Recycling Collection Services. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

P. ACTION ITEM: REVIEW AND ADOPTION OF RESOLUTION #2023-1207 TO APPROVE THE PROPOSED 2024 BUDGET

MOTION: Mary McGann motioned/Chad Harris seconded to approve and adopt Resolution #2023-1207 of the Proposed 2024 Budget for Solid Waste Special Service District #1. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

CLOSING ACTIONS/ADJOURNMENT

Q. FUTURE CONSIDERATIONS

A. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR JANUARY 17, 2024 AS APPROVED IN THIS MEETING

R. ADJOURNMENT

MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to end the Board meeting. Kalen Jones, Kevin Fitzgerald, Mary McGann, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

The meeting was adjourned by Kalen Jones at 6:32PM.

Respectfully submitted to the Board,

Jessica Thacker

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District Clerk, Solid Waste Special Service District #1 (d/b/a Canyonlands Solid Waste Authority)