

NOTICE OF REGULAR MEETING
SOLID WASTE SPECIAL SERVICE DISTRICT #1
DBA Canyonlands Solid Waste Authority
Wednesday, March 20, 2024, at 4:00 P.M.

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 administrative building as the Anchor Location. The new administrative building is located at 2295 S. Highway 191, (gray building behind the gate on the right) Moab, UT 84532. Electronic participation is available via Zoom Meeting at: <https://us02web.zoom.us/j/86373707259?pwd=dnZEFdDNGFWL0h3c3FYVjIjXQ1ByQT09> Meeting ID 863 7370 7259 Passcode 268859

The public is invited and encouraged to view this meeting, which will be streamed live on YouTube: <https://www.youtube.com/channel/UCQvZRosmlr80RZPUW-fkJ2A> (SEARCH YOUTUBE FOR “Canyonlands Solid Waste Authority”). Meeting packets are made publicly available for download prior to commencing each publicly noticed meeting at <https://swssd1.org/board-meetings-and-financials/2024-agendas-and-minutes/>

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

CITIZEN’S INPUT*

APPROVAL OF MEETING MINUTES

- A. **Action Item:** Review and Approval of February 21, 2024, Regular Meeting Minutes and March 1, 2024, Special Meeting Minutes

TREASURER/FINANCIAL

- B. **Action Item:** Review and Approve February 2024 financials

REPORTS FROM BOARD AND STAFF

- C. Staff Reports
 - a. Mike Kenerley
 - b. Chris Scovill
 - c. Lily Houghton
 - d. Jessica Thacker
 - e. Nick Lundburg
- D. Board Reports

OLD BUSINESS

- E. **Action Item:** Ratify straw poll from 3.1.24 Special Meeting
- F. **Discussion Item:** special population service discount
- G. **Possible Action Item:** Vote for special population service discount.
- H. **Action Item:** Ratify ACH payment to Family Auto Collision
- I. **Possible Action Item:** ACH/electronic payments for vendors

NEW BUSINESS

- J. **Possible Action Item:** Glass recycling – City of Moab

FUTURE CONSIDERATIONS

- K. Offer stipend for non-County/City representative Board members
- L. Next ACB meeting is scheduled for Wednesday, April 17, 2024

CLOSED SESSION


- M. Closed meeting in accordance with Utah §52.4.205

ADJOURNMENT

- N. Meeting Adjourned

*NOTE: Public comments for the meeting record can be received in one of three ways. Please email swssd1@swssd1.org with the subject line “SWSSD1 Public Comment” by 2:00 P.M. on Wednesday March 20, 2024, if you would like your comments to be heard as part of the Regular Meeting. Written comments are limited to 400 words. Alternatively, members of the public may attend the meeting in person at 2295 South Highway 191, Moab, UT 84532 or may attend virtually via the Zoom weblink during the Citizen’s Input section of the Regular Meeting at 4:00 P.M. to provide verbal comments. Comments are limited to a duration of three (3) minutes in length. Members of the public can join the Zoom meeting.

Dated this 15th day of March 2024


Lily Houghton, Administrative Director

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

Regular Meeting: <https://www.youtube.com/watch?v=QvaIy5wXrTk>

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
Wednesday, February 21, 2024, 3:00 P.M.**

Board Members Present: Chad Harris (Vice-Chair), Mary McGann (Treasurer), Diane Ackerman (Castle Valley Representative), and Colin Topper (Moab City Council Representative). Kevin Fitzgerald (Chair) was not present.

SWSSD1 Staff Present: LJ Blackburn (Departing Administrative Director), Chris Scovill (Operations Director), Mike Kenerley (Executive Director), Nick Lundberg (District Accountant), Levi Crowe (Facilities Supervisor), Lily Houghton (Oncoming Administrative Director), and Jessica Thacker (Program Manager/District Clerk).

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/2024-agendas-and-minutes/>

REGULAR MEETING – CALL TO ORDER (3:00 P.M.)

Chad Harris called the meeting to order following a quorum of Board members.

CITIZEN'S INPUT

Sara Melnicoff (Moab Solutions) provided a brief statement detailing her historical contributions to recycling efforts in the local community as well as her current operations through Moab Solutions and its relationship to the Community Recycle Center. She also expressed appreciation to LJ Blackburn for her efforts and dedication.

APPROVAL OF MEETING MINUTES

A. ACTION ITEM: REVIEW AND APPROVAL OF JANUARY 17, 2024 REGULAR MEETING MINUTES

Chad Harris noted an incorrect motion and subsequent vote in regards to the Agenda Item labeled "Election of Board Officers". Jessica Thacker stated she would make the corrections as discussed.

MOTION: Diane Ackerman motioned/Colin Topper seconded to approve the minutes for January 17, 2024 Regular Meeting as presented in the February 21,

2024 Board packet. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

TREASURER/FINANCIAL

B. *DISCUSSION ITEM*: REVIEW OF JANUARY 2024 FINANCIALS

C. *ACTION ITEM*: REVIEW AND APPROVAL OF EXPENDITURES FOR THE MONTH OF JANUARY 2024

Agenda items B and C were discussed concurrently. Lily Houghton provided an overall summary of expenditures for the month of January 2024 in which she stated payroll, Bomag and PTIF payment, fuel costs, and costs associated with repairs, service, and maintenance as the main bulk of the expenses. She stated, more specifically, that payroll expenditures were higher due to multiple paid holidays (Christmas and New Year's).

MOTION: Colin Topper motioned/Diane Ackerman seconded to approve the expenditures of the month of January 2024 in the amount of \$628,376.69. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

REPORTS FROM BOARD AND STAFF

D. STAFF REPORTS

Mike Kenerley provided a staff report indicating appreciation to LJ Blackburn for her hard work and efforts at the District and informing the Board of her independent contractor role starting in March as well as a status update on the implementation of the AMCS software. He stated that he had met with the City of Moab and had a discussion regarding negotiation of the upcoming franchise agreement. A detailed discussion regarding the removal of the 65-gallon container request, potential lack of recycling incentive, and curbside collection methods employed by other entities ensued between staff and the Board members. Mike Kenerley provided an update on both the Raftalis and HDR studies, the status of the fleet and staffing needs, busy season preparation progress, and a variety of other daily operational and administrative tasks necessary to the function of the District.

Chris Scovill provided a brief staff report stating that the mulch grinding operation had been completed while indicating some damage had occurred to the subcontractor's tub grinder as a result of District oversight as well as a drone survey over Klondike that provides essential information for addressing key operational challenges and facilitates informed decisions. He stated that a meeting had been scheduled between the engineering consultants and representatives from the Utah Department of Environmental Quality (UDEQ) to discuss the upcoming permit renewal process. Chris Scovill also expressed appreciation to LJ Blackburn for her efforts and oversight of the District throughout her tenure.

Lily Houghton provided a brief staff report detailing billing issues encountered through the AMCS software.

LJ Blackburn provided a brief staff report with an update on the bulk mailing permit and issues that continue to be encountered through the implementation of the AMCS software, specifically the software's inability to round invoices to the correct pricing.

Jessica Thacker provided a brief staff report with a summary of the free battery recycling event (Take Charge held on February 16, 2024), attendance for an upcoming conference in April, participation and summary of the District at HMK's STEMonstrations event, training on the AMCS software, and the distribution of the monthly newsletter as well as an update of upcoming programmatic and administrative items.

Nick Lundberg provided a brief staff report stating that he was nearly finished with preparation for the upcoming audit to be held in May by wrapping up the 2023 financials and also expressed appreciation to LJ Blackburn for her service to the District.

Levi Crowe provided a brief staff report stating the difficulties of being short-staffed, specifically in regards to mechanics, and expressed appreciation to Greg Tucker for his efforts in keeping the District fleet in working order. He also stated that the truck that had experienced a fire had been totaled out and provided an update on how the District would attempt to salvage the damaged vehicle as well as an updated on a truck that had been involved in an accident. Levi Crowe stated that the District had begun seeking out more permanent infrastructure for the operators at the Klondike Landfill.

E. BOARD REPORTS

Colin Topper provided a brief Board report stating that he would be meeting with Carly Castle (City of Moab) to discuss the upcoming franchise agreement negotiations.

Diane Ackerman provided a brief Board report stating that the "Recycled Garden" at the Community Recycle Center was in need of mulch chips to beautify the area as well as activities, along with two volunteers, she is providing to the students of the recycling program through HMK's BEACON afterschool program.

No other Board reports were given.

OLD BUSINESS

F. ACTION ITEM: ACCEPT AND SIGN MACU BUSINESS CREDIT CARD APPLICATION

Lily Houghton briefly re-summarized the company credit cards and corresponding credit limits that were presented at the last Board meeting and recommended the Board move forward with approval.

MOTION: Diane Ackerman motioned/Colin Topper seconded to approve the MACU Business Credit Card Application Letter authorizing Treasurer Mary McGann to apply for a combined credit limit of \$41,000 for staff credit cards as presented in the February 21, 2024 Board packet. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

G. ACTION ITEM: APPROVE ELECTRONIC PAYMENT FOR ROCKY MOUNTAIN POWER, EMERY TELCOM, UT LOCAL GOVERNMENT TRUST

Lily Houghton summarized the reasoning for changing to electronic payments from physical checks and recommended the Board move forward with approval.

MOTION: Diane Ackerman motioned/Colin Topper seconded to approve electronic payment for Rocky Mountain Power, Emery Telcom, and Utah Local Government Trust. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

NEW BUSINESS

H. DISCUSSION ITEM: REVIEW PROPOSED UPDATES TO SWSSD1 EMPLOYEE LOANS

I. ACTION ITEM: APPROVE SWSSD1 EMPLOYEE LOAN CONTRACT UPDATE

Agenda items H and I were discussed concurrently. Lily Houghton provided an overall summary of the purpose of the employee loan program, some issues that had been identified, and suggested changes to mitigate the loan program's potential negative impact on the District. Discussion regarding the necessity of this policy and the suggested changes ensued between Board members and District staff.

MOTION: Diane Ackerman motioned/Colin Topper seconded to approve updates to the SWSSD1 Employee Loan Contract as presented in the February 21, 2024 Board packet. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

FUTURE CONSIDERATIONS

J. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, MARCH 20, 2024

CLOSED SESSION

K. CLOSED MEETING IN ACCORDANCE WITH UTAH §52.4.205

The closed meeting was held at the beginning of the regular meeting. Mary McGann left the meeting following the conclusion of the closed session. The 2nd to the motions are

unknown as recordings are unavailable during closed session and the notes taken during the meeting are unavailable.

MOTION: Mary McGann motioned/(unknown) seconded to enter into closed session. Chad Harris, Mary McGann, Colin Topper, and Diane Ackerman voted yes. Motion passed 4-0.

MOTION: Mary McGann motioned/(unknown) seconded to exit the closed session. Chad Harris, Mary McGann, Colin Topper, and Diane Ackerman voted yes. Motion passed 4-0.

ADJOURNMENT

L. ADJOURNMENT

The meeting was adjourned by Chad Harris at 5:13PM.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

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

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

Special Meeting (Part I): <https://www.youtube.com/watch?v=cHqGfn98e9k>
Special Meeting (Part II): <https://www.youtube.com/watch?v=BEw8gYCHIA4>

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**MINUTES: SPECIAL MEETING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD**
Friday, March 1, 2024, 8:30 A.M.

Board Members Present: Chad Harris (Vice-Chair), Mary McGann (Treasurer), and Colin Topper (Moab City Council Representative). Kevin Fitzgerald (Chair) and Diane Ackerman (Castle Valley Representative) were not present.

SWSSD1 Staff Present: Mike Kenerley (Executive Director) and Jessica Thacker (Program Manager/District Clerk).

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:
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SPECIAL MEETING – CALL TO ORDER (8:30 A.M.)

Chad Harris called the meeting to order at 8:33AM.

Chad Harris indicated that as of this Special Meeting, Kevin Fitzgerald (Chair), had resigned from the Administrative Control Board of the Solid Waste Special Service District #1.

CLOSED SESSION

A. ACTION ITEM: CLOSED MEETING IN ACCORDANCE WITH UTAH §52.4.205

MOTION: Mary McGann motioned/Colin Topper seconded to go into Closed Session to discuss real estate. Chad Harris, Mary McGann, and Colin Topper voted yes. Motion passed 3-0.

MOTION: Mary McGann motioned/Colin Topper seconded to exit out of Closed Session. Chad Harris, Mary McGann, and Colin Topper voted yes. Motion passed 3-0.

ADJOURNMENT

B. ADJOURNMENT

The meeting was adjourned by Chad Harris at 8:41AM.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

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

DRAFT

Canyonlands Solid Waste Service District

Agenda Item B Summary 3.20.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Approval of Expenditure for the Month of February 2024

Background:

Expenditures to note:

Expenses were lower than January 2024.

- Payroll expenses were almost \$63,000 less than in January. The first payroll in January included 4 holidays from December and two PEHP insurance premium payments (Dec + Jan)
- Operations expenses were \$26.7K more than in January. There was a large payment to Wheeler Cat (\$29.5K) for invoices from 2022-2023.
- Fleet fuel expenses were \$9K less than in January due to a billing error with RelaDyne which will move February fuel payments into March.
- Vehicle R&M came to \$55,416.33, which includes the \$29,572.68 paid to Wheeler Cat
- A check to the PTIF fund was printed in February but has yet to be sent in due to cash flow.

Attachments: February 2024 Expenditure Report

Recommendation:

Motion to approve the expenditures of the month of February 2024 in the amount of \$592,184.13.

**Solid Waste Special Service District #1
Expenditure Detail by Account**

Type	Date	Num	Name	February 2024	Memo	Amount	Balance
1100 - OPERATING ACCOUNTS							
1101-3 - MACU - Operations Checking							
Bill Pmt -	02/14/2024	ACH	Dominion Energy Ofc	Dec 19 2023 - Jan 22 2024	Svc	-122.05	-122.05
Bill Pmt -	02/14/2024	ACH	Dominion Energy Shop	Dec 19 2023 - Jan 22 2024	Svc Shop	-149.52	-271.57
Bill Pmt -	02/14/2024	ACH	Dominion Energy TNS	Dec 19 2023 - Jan 22 2024	TNS, Shop & HQ,	-1,151.11	-1,422.68
Bill Pmt -	02/14/2024	ACH	Dominion Energy CRC	Dec 19 2023 - Jan 22 2024	Src CRC	-482.91	-1,905.59
Bill Pmt -	02/20/2024	ACH	GWSSA	15.0439.03, water/sewer service		-101.14	-2,006.73
Bill Pmt -	02/09/2024	1183	Ad-Vertiser - 1003AP	A202311301, 3 - quarter page ads	Nov	-202.50	-2,209.23
Bill Pmt -	02/09/2024	1184	Canyonlands Copy Center	3 Invoices for landfill tickets		-585.00	-2,794.23
Bill Pmt -	02/09/2024	1185	Cat Financial - 938M	loan payment small wheel loader		-3,816.42	-6,610.65
Bill Pmt -	02/09/2024	1186	Desert West Office Supply	INV 259871, dry erase calendar, markers		-19.30	-6,629.95
Bill Pmt -	02/09/2024	1187	Elwood Staffing Services	3 invoices for Helen Jagla temp labor		-3,227.84	-9,857.79
Bill Pmt -	02/09/2024	1188	Emery Telcom 2120AP	2/1 - 2/29 2024	Svc	-527.88	-10,385.67
Bill Pmt -	02/09/2024	1189	GJ Computer Center, Inc.	Feb 24 Monthly Service fees		-865.00	-11,250.67
Bill Pmt -	02/09/2024	1190	Grainger	INV-9972940960 headlights & soapstone		-165.75	-11,416.42
Bill Pmt -	02/09/2024	1191	Inland Truck Parts	2 invoices for truck parts		-6,147.56	-17,563.98
Bill Pmt -	02/09/2024	1192	McCandless Truck Center	2 invoices for GCS vehicles		-1,412.84	-18,976.82
Bill Pmt -	02/09/2024	1193	Moab Auto Parts (Car Quest)	5 invoices for parts and supplies		-697.88	-19,674.70
Bill Pmt -	02/09/2024	1194	Moab Family Chiropractic	INV CT12350 CDL Exam		-135.00	-19,809.70
Bill Pmt -	02/09/2024	1195	Occupational Health Care	1 random drug test		-116.00	-19,925.70
Bill Pmt -	02/09/2024	1196	Peak Wireless Services	INV 19310 for radio service		-580.00	-20,505.70
Bill Pmt -	02/09/2024	1197	PEHP Long-Term Disability	VOID: LTD premium payment for Jan 26 24		0.00	-20,505.70
Bill Pmt -	02/09/2024	1198	Peterbilt	819781 - 1 invoice for shifter for 205		-975.00	-21,480.70
Bill Pmt -	02/09/2024	1199	Pure Country Water	2 invoices, office water		-40.20	-21,520.90
Bill Pmt -	02/09/2024	1200	Quality HVAC Moab	INV#7079, 15 recovery refridgerant		-500.00	-22,020.90
Bill Pmt -	02/09/2024	1201	RelaDyne West LLC	fleet fuel, 4 invoices		-10,434.76	-32,455.66
Bill Pmt -	02/09/2024	1202	Revco (Les Olson) Leasing	VOID: Inv#220866 Feb24 Sharp BP70C31		0.00	-32,455.66
Bill Pmt -	02/09/2024	1203	SJR Media	INV CSWST0124, on air job board		-395.00	-32,850.66
Bill Pmt -	02/09/2024	1204	StateFire DC Specialties LLC	INV #12537776, TNS+Fleet fire extinguisher ir		-636.00	-33,486.66
Bill Pmt -	02/09/2024	1205	Turner Lumber, Inc.	INV 2402-072292, safety: yellow paint + brush		-59.93	-33,546.59
Bill Pmt -	02/09/2024	1206	UniFirst	Inv#2270018051 Coveralls, wipers, mats		-60.53	-33,607.12

Solid Waste Special Service District #1 Expenditure Detail by Account

Type	Date	Num	Name	February 2024	Memo	Amount	Balance
Bill Pmt -	02/09/2024	1207	Utah Local Governments Trust	WC Policy 11520-WC Feb 2024		-1,987.76	-35,594.88
Bill Pmt -	02/09/2024	1208	Walker's True Value	INV972061, bolts for 205		-14.72	-35,609.60
Bill Pmt -	02/22/2024	ACH	Revco (Les Olson) Leasing	Inv#220866 Feb24 Sharp BP70C31		-136.70	-35,746.30
Bill Pmt -	02/09/2024	1209	Inland Truck Parts	INV IN-1540678, eject cylinder for 204		-3,823.29	-39,569.59
Bill Pmt -	02/09/2024	1210	Jack's Tire & Oil	INV 24-0508121-014, tire plugs		-56.05	-39,625.64
Bill Pmt -	02/09/2024	1211	Nelson's	INV #34680, swamp cooler shop service		-848.07	-40,473.71
Bill Pmt -	02/09/2024	1212	Owen Equipment	2 invoices for parts		-3,777.90	-44,251.61
Bill Pmt -	02/09/2024	1213	Underground Services, Inc	2 invoices for parts		-3,658.52	-47,910.13
Bill Pmt -	02/09/2024	1214	Zunich Bros Mechanical	12 invoices - jan 2024 portapotties		-657.00	-48,567.13
Bill Pmt -	02/09/2024	1215	Zunich Bros Mechanical	9 invoices - Nov 2023 portapotties		-484.00	-49,051.13
Bill Pmt -	02/29/2024	ACH	Revco (Les Olson) Leasing	Inv#221904 Feb24 Sharp MX-3071		-240.71	-49,291.84
Bill Pmt -	02/22/2024	ACH	Rocky Mountain Power 3816	Jan and February power bills		-2,676.62	-51,968.46
Bill Pmt -	02/23/2024	1217	Grainger	Inv 9011634723 - welding wire + grinding disk		-438.82	-52,407.28
Bill Pmt -	02/23/2024	1218	Inland Truck Parts	2 invoices, kit for truck 137 & 204		-618.43	-53,025.71
Bill Pmt -	02/23/2024	1219	McCandless Truck Center	INV 120.12, door handles x4		-120.12	-53,145.83
Bill Pmt -	02/23/2024	1220	Moab Auto Parts (Car Quest)	4 invoices - parts		-72.22	-53,218.05
Bill Pmt -	02/23/2024	1221	Moab Family Chiropractic	INV CT12670CDL Exam		-135.00	-53,353.05
Bill Pmt -	02/23/2024	1222	MRAC	corporate annual memberships_ H Jagla		-231.00	-53,584.05
Bill Pmt -	02/23/2024	1223	Moab Sun News	INV 2386, 1/8 page ad short term - 4 weeks - j		-560.00	-54,144.05
Bill Pmt -	02/23/2024	1224	Occupational Health Care	staff drug tests		-146.00	-54,290.05
Bill Pmt -	02/23/2024	1225	Packard	3 invoices - cleaner, cutlery, kitchen towels		-236.30	-54,526.35
Bill Pmt -	02/23/2024	1226	Pure Country Water	3 invoices - office water		-257.00	-54,783.35
Bill Pmt -	02/23/2024	1227	Raftelis	INV 32447, Jan 1-31, 2024, consulting		-1,050.00	-55,833.35
Bill Pmt -	02/23/2024	1228	RelaDyne West LLC	VOID: fleet fuel - sales tax applied		0.00	-55,833.35
Bill Pmt -	02/23/2024	1229	Rhinehart Oil Co, LLC	2 invoices - January fleet fuel		-519.85	-56,353.20
Bill Pmt -	02/23/2024	1230	Sunrise Environmental	Inv144281, FM2401-1202 bird poop spray		-381.90	-56,735.10
Bill Pmt -	02/23/2024	1231	Tams LLC	INV 106315, 5732 lbs ewaste \$0.25/lb		-1,433.00	-58,168.10
Bill Pmt -	02/23/2024	1232	UniFirst	3 invoices - coveralls, mats and wipers		-260.93	-58,429.03
Bill Pmt -	02/23/2024	1233	Walker's True Value	3 invoices, 2 for truck bolts, 1 for safety		-254.68	-58,683.71
Bill Pmt -	02/23/2024	1234	Waste Management	January 2024 single stream recycling disposal		-1,600.64	-60,284.35
Bill Pmt -	02/23/2024		Wheeler Cat	repair circle drive on 140M -credit pymt		0.00	-60,284.35

Solid Waste Special Service District #1 Expenditure Detail by Account

Type	Date	Num	Name	February 2024	Memo	Amount	Balance
Bill Pmt -	02/23/2024	1235	RelaDyne West LLC	Fleet fuel, 2 invoices		-7,679.63	-67,963.98
Bill Pmt -	02/23/2024	1236	Semi Service Inc.	Valve body for tipper and key way		-3,935.32	-71,899.30
Bill Pmt -	02/23/2024	1237	Wheeler Cat	10 invoices from 22-23, various parts/rentals		-9,446.49	-81,345.79
Bill Pmt -	02/23/2024	1238	Wheeler Cat	3 invoices 2023 - loader 962M repair		-20,126.19	-101,471.98
Bill Pmt -	02/02/2024	ACH	US Postmaster	January bill mailing		-400.97	-101,872.95
Bill Pmt -	02/08/2024	ACH	Verizon Wireless	372356356-00001		-999.79	-102,872.74
Check	02/23/2024	1216	Utah Public Treasurers' Inv Fd	Deposit - ACCOUNT 5817		-108,512.64	-211,385.38
Check	02/22/2024	ACH	Deluxe Checks	Envelopes for AMCS invoice mailing		-322.02	-211,707.40
Check	02/29/2024	ACH	MACU	Service Charge		-5.00	-211,712.40
Total 1101-3 · MACU - Operations Checking						-211,712.40	-211,712.40
1101-1 · MACU Payroll Checking							
Bill Pmt -	02/09/2024	ACH	Cari Chacon	Weekly Cleaning Services		-460.00	-460.00
Bill Pmt -	02/09/2024	1230	PEHP Long-Term Disability	LTD premium payment for Jan 26 24		-424.66	-884.66
Bill Pmt -	02/09/2024	1231	PEHP Long-Term Disability	VOID: LTD premium payment for Feb 9 24		0.00	-884.66
Bill Pmt -	02/09/2024	1232	PEHP Long-Term Disability	LTD premium payment for Feb 9 2024 payday		-422.75	-1,307.41
Bill Pmt -	02/12/2024	ACH	Health Equity	HSA monthly Admin Fees Feb 2024		-72.00	-1,379.41
Bill Pmt -	02/23/2024	ACH	Cari Chacon	Weekly Cleaning Services		-460.00	-1,839.41
Bill Pmt -	02/23/2024	1234	PEHP	1291 - Feb insurance premium		-45,234.86	-47,074.27
Bill Pmt -	02/23/2024	1235	PEHP Long-Term Disability	LTD premium payment for Feb 23 2024		-441.01	-47,515.28
Bill Pmt -	02/23/2024	1238	Chris Scovill	uncleared check 100978 04/22/22 INV FoodPr		-121.25	-47,636.53
Bill Pmt -	02/23/2024	1239	PEHP Long-Term Disability	LTD premium payment for April 07 2023		-410.67	-48,047.20
Check	02/12/2024	ACH	Health Equity	HSA monthly contibutions for Jan 2024		-6,350.12	-54,397.32
Check	02/02/2024	ACH	NMI	INV 286203792, service 1/16/24 - 1/31/24		-32.77	-54,430.09
Check	02/14/2024	ACH	AMCS Pay	AMCS group fees - February 2024		-2.80	-54,432.89
Check	02/16/2024	ACH	NMI	Invoice 286420398, service 2/1 - 2/15/24		-69.93	-54,502.82
Check	02/23/2024	1233	Levi Crowe	Employee loan per signed contract 2/19/24		-2,000.00	-56,502.82
Check	02/22/2024	1236	Utah Retirement Systems	A. Watkins installment PP 2.4.24 - 2.17.24		-73.76	-56,576.58
Check	02/23/2024	ACH	Family Auto Collision	RO number 1297, Rhodin Raptor repair		-5,254.80	-61,831.38
Check	02/23/2024	1237	James Friesen	Employee Advance per loan contract 2/22/24		-2,000.00	-63,831.38
Check	02/01/2024	ACH	Cardconnect	withdrawal at BankCard USA - refund		-99.00	-63,930.38
Check	02/02/2024	ACH	Cardconnect	BankCard USA -CC merchant fees		-2,333.61	-66,263.99

**Solid Waste Special Service District #1
Expenditure Detail by Account**

February 2024

Type	Date	Num	Name	Memo	Amount	Balance
Check	02/06/2024	ACH	MACU	Merchant Bankcard - scanner fee	-70.25	-66,334.24
Check	02/06/2024	ACH	Utah Retirement Systems	D Thompson - adjustment Jan payroll	-220.38	-66,554.62
Check	02/17/2024	ACH	Utah Retirement Systems	2/23/24 payday ppend date 2/17/24	-15,563.32	-82,117.94
Check	02/09/2024	ACH	Utah Retirement Systems	2/9/24 payday ppend date 2/3/24	-15,453.87	-97,571.81
Check	02/23/2024	IS-5002	Utah State Tax Commission	staff garnishment	-522.94	-98,094.75
GJ	02/09/2024		Payroll check date 2/9/24	Payroll pay date 2/9/24	-85,237.64	-183,332.39
GJ	02/09/2024		garnishments paydaydate 2/9/24	Third Party ACH	-809.08	-184,141.47
GJ	02/23/2024		Payroll check date 2/23/24	Payroll pay date 2/23/24	-86,652.61	-270,794.08
GJ	02/23/2024		garnishments paydaydate 2/23/24	Third Party ACH	-809.08	-271,603.16
Total 1101-1 · MACU Payroll Checking					-271,603.16	-271,603.16
1101 · Zions Bank Checking						
Bill Pmt -	02/05/2024	ACH	Revco Leasing	Inv#219535 Jan24 Sharp MX-4071	-300.05	-300.05
Bill Pmt -	02/06/2024	ACH	Revco Leasing	print pages Jan 2024	-5.88	-305.93
Check	02/29/2024		Zions banking fees	Service Charge	-50.00	-355.93
Total 1101 · Zions Bank Checking					-355.93	-355.93
Total 1100 · OPERATING ACCOUNTS					-483,671.49	-483,671.49
TOTAL					-483,671.49	-483,671.49
MACU Subtotal Payroll					-\$271,603.16	
MACU Subtotal Operations					-\$211,712.40	
MACU TOTALS					-\$483,315.56	
Zions Subtotal Operations					-\$355.93	
PAYROLL GRAND TOTAL					-\$271,603.16	
OPERATIONS GRAND TOTAL					-\$212,068.33	
EXPENDITURES GRAND TOTAL					-\$483,671.49	
FUND TRANSFERS TO PTIF					\$108,512.64	
TOTAL EXPENDITURES AND TRANSFERS					-\$592,184.13	

Canyonlands Solid Waste Service District
Agenda Item F summary 3.20.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Several customers have expressed difficulty in paying for garbage service due to the increase in pricing for 2024. These customers are elderly and on fixed incomes and have requested the Board consider a discount for special populations.

Background:

- 20.6% of Grand County residents are over 65 years old (estimate from 7/1/2023)
- Median household income (2022 estimate) \$59,171
- Per capita income (2022 estimate) \$37,510
- 2021 poverty rate 14.8% (National average 12.6%)
- Roughly 50% of students in Grand County School District receive free or reduced lunches – a federal indicator of poverty

If the board chooses, a 30% discount (to maintain 2023 service rates) could be offered for residents that meet certain criteria. I recommend following the qualifications for Grand County's tax abatement for indigent and Low income:

- Maximum gross household income of \$33,530 (this amount changes annually)
- Homeowners at least 65 years old that meet the income limitations
- Homeowners of any age that can demonstrate that extreme hardship would prevail without the abatement
- Homeowners of any age that are medically disabled
- Unmarried widows or widowers of any age
- Cannot be claimed as a dependent on any other individual's tax return
- Must have residency for at least 10 months in the year of application
- Citizenship requirements apply

Recommendation:

Motion for: Motion to establish a 30% discount program for service fees to area residents that meet established criteria as outlined in the March 20, 2024 Board packet.

No motion needed to not offer a special population discount program.

Canyonlands Solid Waste Service District
Agenda Item H summary 3.20.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Ratify ACH payment to Family Auto Collision of Arvada Colorado for final bill payment of Ben Rhodin's Ford Raptor

Background:

In August of 2023 a CSWA route driver hit and damaged a Ford Raptor at the Moab Ford dealership. The owner lived in Colorado and his vehicle was at the Moab Ford dealership for repairs. Family Auto Collision only provided CSWA with 24 hours' notice for final payment. Attempts were made to put the charge of \$5245.80 on a company credit card, but this amount exceeded the daily purchasing limit, which Mike and Lily could not adjust without Treasurer Mary McGann. To expedite payment Lily paid via ACH.

Recommendation:

Motion to ratify this one-off ACH payment.

Canyonlands Solid Waste Service District
Agenda Item I summary 3.20.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Approve electronic payments for vendors that offer this service, such as RelaDyne

Background:

Many vendors offer an option to pay electronically. Currently the only approved vendors to pay electronically are:

1. Verizon Wireless
2. Dominion Energy
3. Rocky Mountain Power
4. UT Local Governor's Trust
5. Grand Water and Sewer
6. Cari Chacon (cleaning service)
7. Revco Leasing (printers)
8. Emery Telcom
9. USPS (presorted mail permit)

To expedite payments and reduce the cost of checks, envelopes and stamps I ask the Board to consider allowing this type of payment as a standard practice.

Recommendation:

Motion to approve electronic payments for vendors of Solid Waste SSD 1.