

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

Regular Meeting: <https://www.youtube.com/watch?v=f0JyUNNUv0>

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, April 19, 2023, 4:00 P.M.

Board Members Present: Kevin Fitzgerald (Vice-Chair), Chad Harris (At-Large Member), and Diane Ackerman (Castle Valley Representative). Kalen Jones and Mary McGann were not present.

SWSSD1 Staff Present: LJ Blackburn (Administrative Director), Jessica Thacker (Program Manager), Chris Scovill (Operators Director), Levi Crowe (Facilities Supervisor), Nick Lundberg (District Accountant), and Mike Kenerley (Executive Director).

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 4:01 P.M.

CITIZEN'S INPUT

Sara Melnicoff (Moab Solutions) provided an "Earth Day Report" in which they detailed the number of Moab Solutions managed recycling bins with specific details regarding the viability of recycling bin locations at the City Ballpark. Sara Melnicoff expressed their appreciation to Mike Kenerley's cooperation and re-iterated the importance of the Community Recycle Center to the local community.

APPROVAL OF MEETING MINUTES

A. ACTION ITEM: REVIEW AND APPROVAL OF MARCH 15, 2023 REGULAR MEETING MINUTES

Diane Ackerman provided edits to their Board Report summary from the draft March 15, 2023 Regular Meeting Minutes stating it contained incorrect information.

MOTION: Diane Ackerman motioned/Chad Harris seconded to adopt the March 15th minutes with suggested edits. All voted in favor. Motion passed 3-0.

REPORTS FROM BOARD AND STAFF

B. STAFF REPORTS

Mike Kenerley provided a detailed staff report that summarized his efforts since the previous Administrative Control Board meeting. He stated that the a commodity trailer had been purchased for the Community Recycle Center and had tasked Jessica Thacker with designing a decal to place on the sides. He also stated that he had met with Chris Baird from Grand County, who went through the CIB application process with him. Mike Kenerley stated that he was continuing to work with Chris Scovill on long-term planning for the landfills and had received the completed elevation survey recently. He stated he was working with LJ Blackburn on the implementation of the new software and indicated that the new software would be a major upgrade once it was in place. He indicated that Levi Crowe was in the process of implementing the driver tablet system in order to reduce paperwork, increase efficiency, and expand the lifespan of the vehicles. Mike Kenerley presented a slideshow, with the assistance of Nick Lundberg, that provided a snapshot of the District's finances. Nick Lundberg provided explanation to the Board members on balloon payments, characterization of debts, and the payment schedule for equipment loans. Mike Kenerley stated this presentation provided a realistic picture of the financial state of the District but the numbers presented were from 2022 and did not reflect the price increases that were implemented in 2023. A minor discussion on standardized containers and vehicle systems ensued.

Chris Scovill provided a brief staff report stating that all the facilities had been inspected by the UDEQ with passing results. He stated that he had attended the RCU Spring Conference with Jessica Thacker and provided a summary of the information that had been obtained. Chris Scovill stated he had networked with a metal recycling facility representative and had received suggestions on how to potentially increase the efficiency and maximize profit of the District's metal recycling program. A minor discussion ensued about the "Future of Plastics" presentation that had been presented during the RCU Spring Conference and Chris Scovill offered to forward the presentation to interested Board members.

LJ Blackburn provided a brief staff report stating that staff continues to migrate data from TerraTrash to the new system but is taking longer than anticipated due to incompatibilities between the two programs. She thanked Jessica Thacker for assisting in monthly billing, stating that billing is back on schedule. LJ Blackburn stated that the new tablets being utilized by the drivers will assist with missed pickups, streamline billing, and prevent other potential issues from arising.

Jessica Thacker provided a brief presentation which informed the Board members of upcoming special events such as the Household Hazardous Waste Collection Event, Earth day collaboration with the City, and the Spring Voucher Cleanup Program.

Levi Crowe provided a brief staff report in which he expressed appreciation to Greg Tucker, head mechanic at the Canyonlands Transfer Station, for all his hard work as well as stating that fence repair at the Klondike Landfill had begun and that the District

continued to seek out new garbage trucks to add to the fleet. A minor discussion ensued on the pros and cons of purchasing a new truck versus a used truck.

C. BOARD REPORTS

Diane Ackerman provided a brief Board report stating that she had participated in the Castle Valley cleanup by handing out educational flyers and demonstrated a visual representation of source-separated and single-stream recycling that she had created to both Board members and District employees. She stated that she had contacted Rosalynn McCann at USU, who put Diane Ackerman in contact with a newly hired 4-H individual. She stated that she had also reached out to the Grand County Community Coordinator and indicated that HMK did not appear to have recycling education. Diane Ackerman stated that she believed her visual representation of recycling could be a beneficial tool.

Chad Harris suggested, in conjunction with Levi Crowe’s expressed appreciation to District staff’s efforts, that an employee appreciation event such as a summer picnic or Christmas party would be useful.

No other Board reports were given.

FUTURE CONSIDERATIONS

D. DRAFT BUDGETS/CASH FLOW FOR FACILITIES, PTIF FUND, AND ACQUISITION FUND

E. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, MAY 17, 2023

ADJOURNMENT

F. ADJOURNMENT

The meeting was adjourned at 5:27 P.M.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

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