

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

Regular Meeting: <https://www.youtube.com/watch?v=vQjuWvrDXl4>

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**
Monday, June 28, 2023, 4:00 P.M.

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

SWSSD1 Staff Present: LJ Blackburn (Administrative Director), Chris Scovill (Operations Director), Mike Kenerley (Executive Director), Nick Lundberg (District Accountant), 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 (4:00 P.M.)

Kalen Jones called the meeting to order at 4:11PM.

CITIZEN'S INPUT

Sara Melnicoff (Moab Solutions) provided public comment stating her history with the Community Recycle Center (CRC) and expressed confusion at recent changes made to CRC operations as well as requested the Board's consideration of officially banning electronic waste from the landfills. She reiterated her devotion to the CRC, the services that Moab Solutions provides, and requested further communication from Board members.

APPROVAL OF MEETING MINUTES

- A. ACTION ITEM: REVIEW AND APPROVAL OF MAY 17, 2023 REGULAR MEETING MINUTES**
- B. ACTION ITEM: REVIEW AND APPROVAL OF JUNE 5, 2023 SPECIAL MEETING MINUTES**

Diane Ackerman requested a sentence be struck from the "Discussion on Composting" agenda item on the May 17, 2023 Regular Meeting minutes as it did not accurately reflect her intention.

MOTION: Kevin Fitzgerald motioned/Diane Ackerman seconded to approve the May 17, 2023 and June 5, 2023 minutes. Kalen Jones, Kevin Fitzgerald, and Diane Ackerman voted yes. Motion passed 3-0 unanimously.

TREASURER/FINANCIAL

C. ACTION ITEM: REVIEW AND APPROVAL OF THE EXPENDITURES FOR THE MONTH OF MAY 2023

LJ Blackburn provided a brief summary of the expenditures for the month of May 2023 stating that payroll, a payment to ACMS (software management company), a lease payment towards the 980 loader, and custom container repairs represented the majority of costs.

MOTION: Kevin Fitzgerald motioned/Diane Ackerman seconded to approve the expenditures for the month of May 2023 in the amount of \$368, 961.20. Kalen Jones, Kevin Fitzgerald, and Diane Ackerman voted yes. Motion passed 3-0 unanimously.

D. ACTION ITEM: DISCUSSION AND APPROVAL OF THE TRANSFER OF MOUNTAIN AMERICA SAVINGS TO NEW MONEY MARKET ACCOUNT

LJ Blackburn provided a summary of the process and benefits of transferring the District's bank accounts to New Money Market accounts. Nick Lundberg seconded the potential financial benefits of the transition and a discussion on the Administrative Control Board's By-Laws in regard to check signing procedures ensued. LJ Blackburn offered to provide further insights on the transfer process at the next Board meeting, as needed.

MOTION: Kevin Fitzgerald motioned/Diane Ackerman seconded to approve the transferring the current balance of the Mountain America Savings Account of \$25,520.17 into the New Money Market Account. Kalen Jones, Kevin Fitzgerald, and Diane Ackerman voted yes. Motion passed 3-0 unanimously.

E. ACTION ITEM: DISCUSSION AND APPROVAL OF PURCHASE OF NEW LOADER

Chris Scovill provided a brief summary of the reasoning and financials for the purchase of a loader for use at the Canyonlands Transfer Station. Diane Ackerman requested further clarification on the "tentative" status of the 938M as well as a brief discussion on the typical lifespan of equipment.

MOTION: Kevin Fitzgerald motioned/Diane Ackerman seconded to approve the purchase of the 938M CAT Front-End Loader with the trash package in the amount not to exceed \$275,000 and authorize District staff to sign and enter into all agreements associated with this purchase. Kalen Jones, Kevin Fitzgerald, and Diane Ackerman voted yes. Motion passed 3-0 unanimously.

REPORTS FROM BOARD AND STAFF

F. STAFF REPORTS

Mike Kenerley provided a detailed staff report indicating the new truck had arrived despite experiencing some mechanical issues and the second truck should arrive in Salt Lake City in the coming days. He stated that the District is in need of drivers to continue moving forward with operations. Mike Kenerley stated that the tire removal request had been submitted to the Utah Department of Environmental Quality and approved. He stated that the recent fire at the Moab Landfill had highlighted the need for enhanced communication at District operations. Mike Kenerley informed the Board of the changes that had been made to CRC such as the addition of #5 Plastics and three (3) blue single-stream carts. Lastly, Mike Kenerley stated the BLM bid had been submitted and would provide much-needed revenue. Please note that portions of Mike Kenerley's staff report is not included in the minutes due to audio issues.

Chris Scovill provided a brief staff report expressing appreciation for the quick actions of staff regarding the recent fire at the Moab Landfill as well as the Moab Fire Department and Public Works Department.

LJ Blackburn provided a brief staff report stating that the workman's compensation audit had been submitted as well as an update on the integration of the AMCS software from the TerraTrash program.

Jessica Thacker provided a brief staff report with the following updates: attended the Wag Bag meeting as well as built a Wag Bag corral, provided an update on the submitted EPA grant, the District's participation in the 4th of July parade, and begin working with the newest artist of the Moab Arts Artist in Residency project.

G. BOARD REPORTS

Diane Ackerman provided a brief Board report stating that Alexi Lamm had invited her as a member of the Technical Advisory Board for the City's Sustainability Plan.

OLD BUSINESS

H. *DISCUSSION ITEM*: UPDATE ON RFP FOR FINANCIAL PLANNING

I. *REVIEW*: REVIEW OF FRAUD RISK ASSESSMENT

Please note that any discussion for this agenda item is not included in the minutes due to audio issues.

NEW BUSINESS

J. DISCUSSION ITEM: NEW RFP FOR HEALTH INSURANCE

Mike Kenerley stated that the District is currently formulating a Request for Proposal for more favorable health insurance. LJ Blackburn stated that this action could be highly beneficial to employees as it can provide more appropriate health insurance options.

FUTURE CONSIDERATIONS

K. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, JULY 19, 2023. THE MEETING WILL INCLUDE A PUBLIC HEARING TO DISCUSS PRICING FOR SERVICES AND RATE INCREASES FOR E-WASTE, SERVICE RATE INCREASES FOR FREON CONTAINING ITEMS, LOCKING BAR SERVICE FOR CONTAINERS, 40-YARD CONTAINER RATES, WAG BAG RATES, DRIVE-UP AND BACK DOOR SERVICE RATES.

Mike Kenerley stated that the meeting had been rescheduled to Tuesday, July 26, 2023.

L. ADJOURNMENT

The meeting was adjourned by Kalen Jones.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

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