

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

Special Meeting: <https://www.youtube.com/watch?v=gc3a0xYD3xQ>

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: SPECIAL MEETING OF THE
SWSSD1 ADMINISTRATIVE CONTROL BOARD
Monday, July 31, 2023, 1:00 P.M.**

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

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

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/>

SPECIAL MEETING – CALL TO ORDER (1:00 P.M.)

Kevin Fitzgerald called the meeting to order at 1:07PM

A. DISCUSSION OF THE FINANCIAL CONSULTANT RFP SUBMISSIONS AND RESULTS

Mike Kenerley provided a summary of the process utilized by Board members to select an appropriate financial consultant. He stated that Zion's had been selected.

NEW BUSINESS

B. ACTION ITEM: REVIEW AND APPROVAL OF PURCHASE OF FOUR 8-YARD, THREE 18-YARD ROLL-OFF CONTAINERS, AND TWELVE 2-YARD ROLL BARS FOR \$51,100.00

Mike Kenerley provided brief reasoning behind the need for the purchase of roll-off containers and locking roll bars. Diane Ackerman requested clarification on the mechanism of the locking bars and Mike Kenerley provided an explanation of their purpose.

MOTION: Mary McGann motioned/Chad Harris seconded to approve the purchase of four 8-yard, three 18-yard roll-off containers, and twelve 2-yard roll bars for

\$51,100. Roll-call vote: Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 4-0.

C. ACTION ITEM: ENGAGEMENT OF A FINANCIAL CONSULTANT

Mike Kenerley reiterated the selected candidate (Zion's) for the financial consultant. No further discussion was held.

MOTION: Diane Ackerman motioned/Mary McGann seconded to accept the RFP committee-reviewed and recommended that CSWA enter into an agreement with Zion's Public Finance Incorporated to provide financial guidance in order to evaluate and adjust our current debt situation which this agreement to be no greater than \$50,000 without further Board approval. Roll-call vote: Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 4-0.

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| CLOSING ACTIONS/ADJOURNMENT |
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D. FUTURE CONSIDERATIONS

A. REGULARLY SCHEDULED BOARD MEETING AND PUBLIC HEARING WEDNESDAY, AUGUST 16TH, 2023 AT 4:00 P.M.

E. ADJOURNMENT

The meeting was adjourned by Kevin Fitzgerald at 1:18PM

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)