

SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)

DBA Canyonlands Solid Waste Authority

Regular Meeting: https://www.youtube.com/watch?v=uTpL_4KxrnM

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, August 16, 2023, 4:00 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). Mary McGann left the meeting at 4:52PM.

SWSSD1 Staff Present: LJ Blackburn (Administrative Director), Chris Scovill (Operations Director), Mike Kenerley (Executive Director), Savannah Humphreys (Bookkeeper/Administrative Assistant), 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.)

Kevin Fitzgerald called the meeting to order at 4:05PM.

CITIZEN'S INPUT

Sara Melnicoff (Moab Solutions) provided the following input:

Sara Melnicoff expressed concern over the overall well-being of the District and indicated that after reviewing the expenditures, they were unable to locate any payment made to the debt repayment obligations (in reference to the District's acquisition of Monument Waste Services). She inquired about the potential future management should the District dissolve as well as other inquiries such as the continued presence of single-stream recycling carts at the Community Recycle Center and consideration of officially banning electronic waste from the landfills.

TREASURER/FINANCIAL

A. ACTION ITEM: REVIEW AND APPROVAL OF THE EXPENDITURES FOR THE MONTH OF JUNE 2023

LJ Blackburn provided a brief summary of the expenditures for the month of June 2023 citing large payments such as three (3) payroll periods, AMCS software payment and training, HHW disposal costs through a certified environmental contractor, typical fuel

costs, and field auditing costs. A brief discussion on the purpose of the employees loans was held.

MOTION: Mary McGann motioned/Diane Ackerman seconded to approve the expenditures for the month of June 2023 in the amount of \$474,383.25. Kalen Jones, Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

B. ACTION ITEM: REVIEW AND APPROVAL OF THE EXPENDITURES FOR THE MONTH OF JUNE 2023

LJ Blackburn provided a brief overview of the expenditures for the month of July 2023 citing costs such as payment to Cascade Engineering for new polycarts, a second invoice for the field audit, funded the landfill closure bonds, typical fuel costs, and payment to custom container repairs. A detailed discussion regarding increased repair and maintenance costs to carts, containers, equipment, and fleet ensued.

MOTION: Kevin Fitzgerald motioned/Mary McGann seconded to approve the expenditures for the month of July 2023 in the amount of \$369,559.80. Kalen Jones, Mary McGann, Kevin Fitzgerald, Chad Harris, and Diane Ackerman voted yes. Motion passed 5-0 unanimously.

REPORTS FROM BOARD AND STAFF

C. STAFF REPORTS

Mike Kenerley provided a staff report indicating overtime hours and associated costs have dropped as well as revenues due to a slump in construction activity, two new hires had been brought onto the District, and an operational update on the newly purchased collection trucks. He stated that he met with the awarded financial advisor from Zions and held a successful conversation, provided an update on the Raftelis study, and indicated that five (5) submittals had been received regarding the benefits brokerage RFP. LJ Blackburn provided a summary of the purpose of the benefits brokerage RFP.

Chad Harris requested an update on green waste and composting operations. Chris Scovill provided a summary of current operations, actions previously taken by the District, and considerations for future green waste reclamation procedures. A detailed discussion ensued between District staff and Board members as well as dialogue regarding the poor condition of previously purchased polycarts.

Chris Scovill provided a staff report stating that the excavation for Cell 4 at Klondike Landfill was completed and that the District would eventually retain an engineer to assist in the permit renewal process for both Klondike and Moab Landfills. He indicated that due to limited space at the Canyonlands Transfer Station, many containers had been relocated to the Community Recycle Center. Chris Scovill stated this starts a process to take full inventory of the containers in regards to their condition and make any repairs, as needed. He stated that the metal pile at the Canyonlands Transfer Station (CTS) was

currently in the process of being removed as well as provided a delivery update on the loader for the CTS.

A detailed discussion regarding the acceptance of #5 Plastics at the Community Recycle Center as well as fluctuations in recycling values was held.

LJ Blackburn provided a brief staff report with an update on the AMCS software stating that some issues had arisen regarding the training for the software. She stated which District staff would be trained in the software and reiterated the purpose and benefits of transitioning to this particular software.

Jessica Thacker provided a brief staff report stating the District's participation in the development of the Moab Sustainability Action Plan, a summary of the meal that had been prepared for the Youth Garden Project's Weed N' Feed, the District's collaboration with the Moab Arts Artists-in-Residence, and a summary of the schedule for the 2023 Wyoming Solid Waste and Recycling Association Annual Conference.

D. BOARD REPORTS

Diane Ackerman provided a brief Board report with an update on their coordination with a representative of HMK Elementary school to introduce a recycling education program.

No other Board reports were given.

FUTURE CONSIDERATIONS

E. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, SEPTEMBER 20, 2023.

F. ADJOURNMENT

The meeting was adjourned by Kalen Jones at 5:26PM.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker

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