

**SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)**

***DBA Canyonlands Solid Waste Authority***

**Special Meeting: <https://www.youtube.com/watch?v=30xNiisEen0>**

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 continue to hold electronic meetings without a physical anchor location. Due to the health and safety risks related to the ongoing COVID-19 pandemic and considering public health orders limiting in-person gatherings, the Solid Waste District has continued to hold meetings by electronic means.

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**MINUTES: SPECIAL MEETING OF THE  
SWSSD1 ADMINISTRATIVE CONTROL BOARD**

**TUESDAY, DECEMBER 28, 2021, 4:00 PM**

**BOARD MEMBERS PRESENT:** Kalen Jones (Chair), Kevin Fitzgerald (Vice Chair), Mary McGann (Treasurer), and Diane Ackerman (Member). Chad Harris (Member) joined the meeting at 4:05pm.

**SWSSD1 Staff Present:** Evan Tyrrell (Executive Director) and Jessica Thacker (Program Manager/District Clerk).

**Citizens Present:** Sara Melnicoff (Moab Solutions)

These minutes are presented in the order of the agenda and not necessarily in the order of discussion. The meeting agenda is available on the District’s website located here: <https://swssd1.org/board-meetings-and-minutes/>.

**SPECIAL MEETING – CALL TO ORDER (4:00PM)**

Kalen Jones called the meeting to order at 4:01pm.

**CITIZEN'S INPUT**

Sara Melnicoff (Moab Solutions) provided a brief verbal comment in which she wished the Board Members and District staff a Happy New Years’ holiday and reiterated the importance of continuing to enhance recycling efforts and support of source-separated recycling practices and its benefits to the local community and Earth.

**ADMINISTRATIVE CONTROL BOARD BUSINESS**

**A. ACTION ITEMS: ELECTION OF 2022 OFFICERS**

**MOTION:** Mary McGann motioned/Kevin Fitzgerald seconded to re-elect Kalen Jones as Chair of the Solid Waste Special Service District Board. Roll call vote: Diane Ackerman, Kalen Jones, Mary McGann, and Kevin Fitzgerald each voted yes. Motion passed 4-0.

**MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to re-elect Kevin Fitzgerald as Vice-Chair. Roll call vote: Diane Ackerman, Mary McGann, and Kevin Fitzgerald each voted yes. Motion passed 3-0. Kalen Jones abstained from the vote.**

**MOTION: Mary McGann motioned/Diane Ackerman seconded to elect Elena Pano for Secretary.**

A brief discussion ensued regarding the appropriate method for delegation of duties for Officer positions.

**AMENDED MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to nominate Diane Ackerman for Secretary and have the responsibilities delegated to Elena Pano. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

**MOTION: Kevin Fitzgerald motioned/Chad Harris seconded to appoint Mary McGann as the Treasurer effective January 1, 2022. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

**MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to appoint Elena Pano as the District Clerk effective January 1, 2022. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

**MOTION: Mary McGann motioned/Kevin Fitzgerald seconded to appoint Evan Tyrrell as Procurement Officer effective January 1, 2022. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

**MOTION: Kevin Fitzgerald motioned/Mary McGann seconded to appoint Jessica Thacker as the Americans with Disabilities Act Coordinator effective January 1, 2022. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

**MOTION: Mary McGann motioned/Diane Ackerman seconded to appoint Elena Pano for the Records Officer effective January 1, 2022. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

<b>ADJOURNMENT</b>
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**B. FUTURE CONSIDERATIONS**

The next Regular ACB meeting is scheduled for January 19, 2022, beginning at 4:00 pm.

**C. ADJOURNMENT**

**MOTION: Mary McGann motioned/Diane Ackerman seconded to adjourn. Roll call vote: Diane Ackerman, Mary McGann, Kalen Jones, Chad Harris, and Kevin Fitzgerald each voted yes. Motion passed 5-0.**

The meeting adjourned at 4:11 p.m.

Respectfully submitted to the Board,

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Jessica Thacker  
District Clerk, Solid Waste Special Service District #1