

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

**Due to technical difficulties, this meeting was not livestreamed on the District’s Facebook page. However, a link to the Zoom meeting was provided on the District’s Facebook page while the meeting was taking place, which enabled the public to attend the meeting and provide verbal comments.**

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 will continue to hold meetings by electronic means.

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

**THURSDAY, NOVEMBER 19, 2020, 4:00 PM**

**BOARD MEMBERS PRESENT:** Kalen Jones (Chair), Kevin Fitzgerald (Vice Chair), Chad Harris (Member), and Diane Ackerman (Member). Mary McGann (Treasurer) was not present.

**Others present:** Evan Tyrrell (District Manager), Jessica Thacker (District Program Manager/District Clerk), Chris Scovill (District Facilities Supervisor), LJ Blackburn (District Administrative Assistant/Bookkeeper), Sara Melnicoff (Moab Solutions), and two other residents (due to Zoom settings, their full names were not visible).

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-minutes/>.

**REGULAR MEETING - CALL TO ORDER (4:00 pm)**

Kalen Jones called the meeting to order at 4:33 p.m.

**CITIZEN'S INPUT (RECEIVED VIA EMAIL)**

Due to COVID-19, the District limited public comments via electronic emails and verbal comments via Zoom. Seven written public comments were received via email, which were read aloud during this section of the meeting and are provided below.

**1. Mary Moran:**

Dear Solid Waste Special Service District board members,

First, thanks for your service on the board.

Improvements in the recycle center over recent months/years are impressive. Thank you for your contributions to that.

I support the development of a community-wide composting program.

While home composting can work, our dry climate and smaller home compost piles make it difficult to attain optimal temperatures and conditions for composting. From all that I've read, composting is easier and makes more sense at a larger scale.

Further, reducing food waste going into the landfill is always a good goal.

Many Grand County residents have vegetable gardens and landscaping that require soil supplements, and while limited bulk compost is sometimes available locally, it is not abundant or cheap. The option of buying compost in plastic bags is obviously less than ideal with regard to generated plastic garbage. I believe that there would be many buyers for inexpensive, bulk locally generated compost. It would be a great service to the community. I would certainly be one of those buyers!

Thank you,  
Mary Moran  
1991 Highland Dr  
Moab, UT 84532

## **2. Erika Geiger:**

My name is Erika Geiger and I have lived and worked in Moab for 9 1/2 years. I am writing to ask SWSSD to work toward a composting program in our area (Moab, Spanish Valley, Grand and San Juan counties) directly (and indirectly via collaborations).

When I first moved to Moab I asked Monument Waste if I could opt out of trash services, I generated one small plastic grocery bag size of trash a week, if that. Of course they said no and I actually was thankful because it turns out my 2 gigantic sycamore trees generated more than enough dropped biomass (leaves, bark, branches, seed balls) year round to fill that trash can. Still, as a biologist and conservationist, it was agonizing every week to throw plastics and non-recyclables into the bin every week. As a gardener I did compost my own food scraps and the landscape biomass that I could, the volume was simply too much to handle. Eventually I did find a local farmer in Spanish valley to take my tree leaves, so every week we fill up the bed of our truck and haul them away. (For anyone who doesn't have sycamores, you clean up leaves every week from Oct/Nov through Mar/April because they like to torture you week after week rather than dumping all the leaves at once.) In my neighborhood my guess is that there are very few people who would take the trouble to compost their own yard waste or drive 30 minutes every week to take them somewhere to be composted. Knowing what a benefit compost is for amending my own garden the potential for composting on a larger scale could be so beneficial for amending city trees or to offer to citizens or other groups (e.g., community gardens). It also seems like the benefit of not filling up the landfill with something that could actually be reused is environmentally and financially logical. I realize there are many hurdles to overcome to implementing a composting program including funding and especially educating people on what is and isn't compost but the long term benefits of less landfill, reduced chemical inputs of fertilizers to and improved health of city landscapes, and local compost products would be an incredible step for this community.

Thanks,  
Erika Geiger  
435-260-1203

## **3. Ros McCann:**

According to the USDA, American's food waste is approximately 40%. As that waste decomposes at our local landfill, it releases methane, which is 28 times more potent than carbon dioxide as a greenhouse gas. Given the amount of food wasted, the greenhouse gas contributions in doing so, and the lack of any return on investment, a community composting program via row composting, in-vessel, and potentially even vermicomposting would be a win-win for our community. Our soils would greatly benefit from the amendments that a composting program could provide, and with an efficient in-vessel system such as that being used by Utah State University (<https://compostingtechnology.com/in-vessel-composting-systems/>), we could even break down compostable ware such as that used at Moonflower or at certain local events.

I am writing to urge that community composting be prioritized within the 2021 budget.

Best,  
Ros McCann

**4. Sara Melnicoff of Moab Solutions:**

I was thrilled at the success of the ARD Cash for Cans event. Although things were scaled back due to covid, I envision great additions to future Earth Day and American Recycles Day events.

The CRC is truly a community treasure. From the great Recycled Garden, to the weekly E-Waste collection, to the potential for adding plastics #5, to the overall great condition the center is in, all speak to potential being realized and a healthy community resulting from our collective efforts.

Thanks to Evan, the staff, and the board for supporting events like Cash for Cans.

Sara Melnicoff  
Moab Solutions  
www.moab-solutions.org  
PO Box 1549  
Moab, UT 84532  
435.259.0910 or 435.401.4685

**5. Inder Coppola (Rebecca Broughton):**

Hi, I'm writing to express my strong support for using funds to implement a district composting program. This would be a huge step in a sustainable direction for our community.

Inder Coppola (Rebecca Broughton)  
Grand County Resident  
804-878-3553

**6. Liz Ballenger:**

I am writing to ask you to please proceed with a composting program for Moab. While it may more expensive at this juncture, it will pay off in the long run in a number of important ways (granted, not all of them are monetary-- but they are still important!)

Moab should support local food production, urban forests, and water conserving landscapes. Our native soil benefits greatly from amending, and large quantities of readily available compost can help in these goals.

- Making local compost provides local jobs, income and wealth creation from conserving and using carbonaceous resources locally rather than landfilling them.
- Compost can decrease irrigation water use by improving rainfall absorption and retention, and allow plants to better survive brief periods of extreme temperatures.
- The city is poised to redesign downtown streets, in part to increase the urban forest. Doing so well will require heavy amending of the limited space afforded tree roots. The city will be a ready customer, and the compost will support an expanded tree canopy, with its cooling, and the habitat that provides.

And, it will help contribute to Moab being a green community-- something we are proud of!  
Thanks for considering-  
Liz Ballenger  
437 Huntridge Dr.  
Moab

**7. Rob Van Deren:**

I would like to provide my input on composting locally.

Currently I often discard a lot of compostable materials into the local land fill which really seems to be a waste and shortening the lifespan of the land fill.

I support local food production, urban forests, and water conserving landscapes. Our native soil benefits greatly from amending, and large quantities of readily available compost can help in these goals.

Making it locally provides local jobs, income and wealth creation from conserving and using carbonaceous resources locally rather than landfilling them.

Compost can decrease irrigation water use by improving rainfall absorption and retention, and allow plants to better survive brief periods of extreme temperatures.

The city is poised to redesign downtown streets, in part to increase the urban forest. Doing so will require heavy amending of the limited space afforded tree roots. The city will be a ready customer, and the compost will support an expanded tree canopy, with its cooling, and the habitat that provides.

Regards,

Rob Van Deren  
360.367.1053  
[rob\\_vanderen@hotmail.com](mailto:rob_vanderen@hotmail.com)

No other written or verbal comments were received.

## APPROVAL OF MEETING MINUTES

### A. OCTOBER 21, 2020 REGULAR MEETING

**MOTION: Kevin Fitzgerald motioned/Chad Harris seconded to approve the draft minutes for October 21, 2020 as written in the November 19, 2020 Board packet. Roll call vote: Diane Ackerman, Chad Harris, Kalen Jones, and Kevin Fitzgerald each voted yes. Motion passed unanimously.**

## TREASURER/FINANCIAL

### B. *ACTION ITEM*: APPROVAL OF EXPENDITURES FOR THE MONTH OF OCTOBER 2020

Evan Tyrrell briefly provided a summary of the expenditures for the month of October and stated they contained standard District expenditures, payment towards the Motor Grader, a quarterly payment to the District's subcontracted accounting consultant, and the final monthly rental payment of the D6 Dozer.

**MOTION: Diane Ackerman motioned/Kevin Fitzgerald seconded to approve the expenditures of October 2020 for \$118,097.07. Roll call vote: Diane Ackerman, Chad Harris, Kalen Jones, and Kevin Fitzgerald each voted yes. Motion passed unanimously.**

### **C. REVIEW AND DISCUSSION OF DRAFT 2021 FEE STRUCTURES AND SCHEDULE PUBLIC HEARING**

Evan Tyrrell presented the draft 2021 Fee Schedule updates for all Solid Waste District facilities and explained the reasoning behind the suggested changes. The Klondike Landfill (KLF) facility contained two (2) proposed changes. The waste grease price per tonnage was increased to match the amount of work involved with waste grease management and normalize the cost per ton with respect to biosolids and municipal solid waste. The second change added further clarification of “zebra” to the types of animal carcasses received for the “Medium to Large Animal Carcasses.” No other KLF 2021 Fee Schedules changes were suggested.

The 2021 Community Recycle Center (CRC) Fee Schedule contained eleven (11) proposed changes. Three (3) of the changes provided clarification to existing CRC operations including a clarification that smoke detectors are not acceptable items during Electronic and Universal Waste Collection events due to the small amount of radioactive material contained within them and the associated \$85.00 cost per unit for proper disposition through a hazardous waste vendor, reflected an update of the now weekly Electronics and Universal Waste Recycling collection events, and introduction of a “Minimum Bulb Fee.” The remaining proposed changes were nominal price increases or decreases for both commercial and residential commodity types. Evan Tyrrell explained that since the Solid Waste District recently acquired a bulb crushing machine, a drop in bulb prices was justifiable. Kalen Jones expressed interest in the high costs of the smoke detectors disposal and was concerned these radioactive materials were possibly being landfilled. Evan Tyrrell suggested smoke detectors could be added back to the Household Hazardous Waste (HHW) Collection Event or the Solid Waste District could reach out to the UMTRA project for disposal guidance. However, Kalen Jones expressed agreement in not including smoke detectors in HHW Collection Events. Kalen Jones asked for clarification on the proposed price increase for old corrugated cardboard (OCC) for both residential and commercial. Evan Tyrrell explained that OCC prices continue to remain low and due to significant undercharging, the Solid Waste District is losing a large portion of revenue. Kalen Jones voiced disagreement on the rationale of the proposed price increases and suggested revisiting the changes to determine if they were appropriate. No other CRC 2021 Fee Schedules changes were suggested.

The 2021 Moab Landfill (MLF) Fee Schedule contained four (4) proposed changes. Two (2) of the proposed changes included price increases for bulk tire rates and the introduction of a “Holiday/Saturday/After Hours (overtime fee).” The remaining proposed changes provided further clarification (removed previous Fee Schedule ambiguity) for existing MLF operations and disposal fee application. Kalen Jones asked for clarification on the assessed clean fill equipment usage fee as well as how pointing out that the assessed after hours fee reads slightly vague. Evan Tyrrell agreed that further clarification was needed for the assessed after hours fees and explained the math behind the clean fill equipment usage fee. No other 2021 MLF Fee Schedule changes were suggested.

The 2021 MLF Green Waste Recovery Fee Schedule contained nine (9) proposed changes. Two (2) of the proposed changes were the removal of different pricing structures for the Unscreened and Screened Cured Compost since the Solid Waste District is not charging customers different

rates for “customer loads” and “District loads” with respect to the sale of mulch Two (2) proposed changes were the introduction of the Green Waste Recovery Materials delivery pricing along with a sub note denoting required minimum cubic yardage. The remaining proposed changes provided further clarification and addressed grammatical issues of material types. Evan Tyrrell explained that the Solid Waste District continues to work towards composting efforts and reiterated the progress towards green waste reclamation efforts at MLF. No other 2021 MLF Green Waste Recovery Fee Schedules changes were suggested.

The 2021 Bulky Waste Diversion at MLF Fee Schedule is a new document with no 2020 counterpart. Evan Tyrrell provided an explanation of why the Bulky Waste Diversion program was created and how this program is beneficial to local residents while providing supplemental revenue to the Solid Waste District. Kalen Jones requested clarification on why refrigerators are not accepted through this program. Evan Tyrrell explained that due to the freon contained in cooling units like refrigerators, they cannot be accepted. He explained that a certified freon removal contractor must remove the freon and the Solid Waste District does not have that certification. No other 2021 Bulky Waste Diversion Fee Schedules changes were suggested.

**D. ACTION ITEM: REVIEW AND APPROVAL OF TENTATIVE BUDGET FOR CALENDAR YEAR 2021 AND SCHEDULE PUBLIC HEARING**

Evan Tyrrell presented the tentative 2021 Budget, Board Meeting Schedule, and suggested Observed Holidays and Closures for all Solid Waste District facilities. Chris Scovill asked for clarification on the closure associated with Christmas (the holiday falls on a Saturday in 2021) and suggested potentially allowing District staff to choose which day they prefer to observe. Evan Tyrrell agreed that further consideration on holiday observance should be explored. Kalen Jones agreed and suggested floating the idea to District staff for a potential consensus.

Evan Tyrrell presented the proposed 2021 Budget and explained his reasoning behind the forecasted revenues through data analysis from previous years. He stated an attempt was made to underforecast revenues and overforecast expenditures as major outliers such as COVID-19 and large-scale one-time demolition projects potentially affected 2020 numbers. Kalen Jones expressed appreciation at the level of details and understood the difficulty in determining budgetary projections during this time. Evan Tyrrell stated that the more data that is collected, the easier it will be to track and provide accurate numbers. He provided detail on budget items such as staff insurance costs, memberships and training costs, potential landfill design engineering and composting consultant costs, and anticipated equipment maintenance costs. Kalen Jones suggested providing further detail during the December Administrative Control Board (ACB) meeting (in which the Public Hearing for the Proposed 2021 Budget will be held) and focus on any major deviances. Kevin Fitzgerald expressed appreciation on the level of detail provided but agreed with Kalen Jones’s suggestion. He also agreed with Evan Tyrrell’s method of underforecasting revenues and overforecasting expenditures. Evan Tyrrell agreed and suggested he could easily provide a comparison between 2020 and 2021 budgets. He also stated that the 2021 payroll expenses were forecasted appropriately and asked the Board if a closed session was appropriate regarding adjustments to staff compensation. He also suggested a

potential change in staffing procedures for all facilities thus resulting in lower payroll and benefits expenditures than reflected in the draft 2021 Budget.

**MOTION: Kevin Fitzgerald motioned/Chad Harris seconded to approve the tentative budget for calendar year 2021 and schedule a public hearing for Thursday, December 17, 2020 at 6pm MST.**

**AMENDED MOTION: Kevin Fitzgerald motioned/Chad Harris seconded to approve the tentative budget for calendar year 2021 and schedule a public hearing for Thursday, December 17, 2020 at 6pm MST where we can finalize the budget for 2021 and approve the 2021 Fee Schedule. Roll call vote: Diane Ackerman, Chad Harris, Kalen Jones, and Kevin Fitzgerald each voted yes. Motion passed unanimously.**

<b>OLD BUSINESS</b>
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**E. RESEARCH SUMMARY OF RECYCLING MEMBERSHIP AND SPONSORSHIP PROGRAMS IN THE UNITED STATES**

Jessica Thacker presented a summary of her research regarding other recycling membership programs located in the United States and how their practices were or were not applicable to a potential recycling sponsorship program to be implemented at the CRC. She determined only two (2) programs (one in Sedona, Arizona and another in La Junta, Colorado) had membership programs with attainable methodologies that could be applied to the current CRC structure. The remaining programs were too large-scale or too different of an organizational structure to be applicable. The Board expressed their appreciation at the effort along with encouragement that the Solid Waste District was moving forward with a well-researched and applicable CRC membership program.

**F. CONTINUED DISCUSSION ON THE SOLID WASTE DISTRICT'S ROLE IN THE DEVELOPMENT OF A TRASH COLLECTION POLICY OUTSIDE OF MOAB CITY LIMITS**

Evan Tyrrell stated he spoke with Chris Baird and Christina Sloan along with Kalen Jones and Mary McGann on the potential development of a trash collection program outside Moab City limits. Kalen Jones stated that Grand County did not necessarily have the infrastructure nor knowledge to implement this sort of program and asked if another community had researched, developed, and implemented this type of program along with a cost determination. He suggested that a combination of internal District staff research along with an external consultant would allow true costs for this program implementation to be observed. Evan Tyrrell stated that Grand County has been largely supportive of this effort and suggested it might be helpful to reach out to the Southeast Utah Health Department for their potential support as well. He agreed with Kalen Jones that further research would be helpful. Kalen Jones stated that the public does not usually pay significant attention to the Solid Waste District's activities and that a county-wide trash mandate could potentially attract adverse attention from the public.

## NEW BUSINESS

### **G. REVIEW AND DISCUSSION OF DRAFT JOINT RESOLUTION WITH THE CITY OF MOAB**

Evan Tyrrell stated this was an ongoing task and provided an updated on the current status of the Joint Resolution with the City of Moab. He stated that he has been working with the City Attorney to firm up the resolution but asked for the Board's current thoughts on the Draft Joint Resolution and its contents. Diane Ackerman stated she had not thoroughly read the document but agreed with writing contained with the fourth point in the therefore section language as "include rather than request". Kevin Fitzgerald stated he trusted Evan Tyrrell to provide protection of the Board and by extension the Solid Waste District. Chad Harris expressed agreement with Diane Ackerman's point as well, meaning that he supported the inclusion of language in the Resolution that that City would "include" rather than "request" in future solid waste collection and hauling contract a provision that requires all solid waste to be delivered to the District's landfills for disposal. Kalen Jones argued that defining the geographic area as small as possible would be beneficial but does not necessarily limit the purpose of the contract. He suggested the possibility of a time limit in regard to the fourth point language to make it more palatable for the City of Moab. He also suggested the solid waste terminology in the fourth point was too broad and ambiguous and that it should be further clarified. He stated the document was overall a solid document. Evan Tyrrell agreed that further clarification could be provided, but also suggested that having recyclables brought to the CRC (with the potential to be converted into a mini-MRF) would be ideal.

### **H. *POSSIBLE ACTION ITEM*: APPROVING THE PURCHASE AND INSTALLATION OF NEW TIRES FOR THE CATERPILLAR 613 SCRAPER AND THE CATERPILLAR 962 LOADER AT THE KLONDIKE LANDFILL**

Evan Tyrrell and Chris Scovill explained the poor conditions of Caterpillar 962 Loader and 613 Scraper equipment tires and how some tires are interchangeable between machines. They proposed that a total of eight (8) equipment tires be purchased. Chris Scovill pointed out that someone had historically identified the 613 Scraper issue but unfortunately, it had not been addressed since then. He stated the 613 Scraper had been removed from service at this time due to potential safety concerns and explained how the 962 Loader tire setup results in other safety concerns due to the excessively rough treatment experienced by operators during operation since the machine was purchased several years ago with solid tires. Evan Tyrrell stated that combining these purchases together saves money and that the Solid Waste District is currently gathering quotes. Kalen Jones discussed that this process would need to be in adherence with the District's procurement policy and Evan Tyrrell agreed, stating that a minimum of three (3) quotes would be obtained. Evan Tyrrell recommended a blanket approval of \$30,000 to support these necessary equipment improvements. Chris Scovill suggested these items, once purchased, not be included in the depreciation schedule as they are wear items and may not properly fit into appropriate depreciation items. Kevin Fitzgerald asked for further clarification regarding the addition of wear items to the depreciation schedule.



**MOTION: Diane Ackerman motioned/Kevin Fitzgerald seconded to authorize the purchase and installation of new tires for the 613 Scraper, new wheels, and tires for the 962 Loader, and replacement of used tires for the 950 Loader less than or equal to the amount of \$30,000. Roll call vote: Diane Ackerman, Chad Harris, Kalen Jones, and Kevin Fitzgerald each voted yes. Motion passed unanimously.**

<b>REPORTS FROM BOARD AND STAFF</b>
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**I. DISTRICT STAFF REPORTS**

Evan Tyrrell provided a brief staff report in which he gave a summary regarding the Recycled Garden weeding and mulching event from the previous weekend, the success and attendance of the America Recycles Cash for Cans event, updates to COVID-19 health and safety signage along with increased protection measures, and that Jessica Thacker and himself would be attending the virtual Recycling Coalition of Utah (RCU) Conference.

Evan Tyrrell announced that the CRC had been nominated by the RCU for the “2020 Local Government Recycling Program of the Year” award, a much-deserved recognition of achievement for the CRC that has accomplished significant visual, operational, and administrative improvements over the past few years. He thanked the Solid Waste District staff and the Board for making this award possible.

Finally, Evan Tyrrell reported on landfill trends that had been observed for the year to date at all facilities along with recycling commodity trends and reminded the Board on providing their availability for District facilities tours.

No other staff reports were presented.

**J. BOARD REPORTS**

Kevin Fitzgerald stated that District staff should be honored for the holidays through a gift card or Thanksgiving meal voucher.

Kalen Jones reported that the City of Moab had received the next packet of CARES Act funding and that it was possible that a portion of the funding would be available to special service districts. Evan Tyrrell requested that Kalen Jones provide updates when possible.

No other board member reports were presented.

<b>CLOSING ACTIONS / ADJOURNMENT</b>
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**K. FUTURE CONSIDERATIONS**

The next Regular ACB meeting will be held on December 17, 2020, beginning at 4:00 pm.

**L. ADJOURNMENT**

**MOTION: Diane Ackerman motioned/Kevin Fitzgerald seconded to adjourn the meeting.**

Kalen Jones adjourned the meeting at 6:51 p.m.

Respectfully submitted to the Board,

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