

**SOLID WASTE SPECIAL SERVICE DISTRICT #1
1000 E. Sand Flats Rd., Moab, UT 84532**

MINUTES: REGULAR MEETING

Thursday, 10/11/2018

BOARD MEMBERS PRESENT: Mary McGann (Chair), Kevin Fitzgerald (Vice Chair), Kalen Jones (Treasurer), Janet Buckingham, Pamala Hackley

Others present: Debby Barton (Manager), Robin Dahm (Clerk), Jaime Hartnell (Regional Sales Manager, Marathon Recycling Solutions, West Coast), Patrick Dean (Moab Public Works)

The minutes are presented in the order of the agenda and not necessarily in the order of discussion.

CALL TO ORDER: By Mary McGann at 4:03 PM.

CITIZEN'S INPUT: None today.

APPROVAL OF MEETING MINUTES:

MOTION Pamala Hackley moved/Janet Buckingham seconded to approve the September minutes pending two minor comments/corrections: 1) Superfluous to add the stated time lapse for the speakers and citizens to be heard. 2) Under Reports, under item i.2., "both" should be changed to "booth". Passed unanimously 5 to 0.

SPECIAL-REQUESTS BOOKMARK: No requests at this time.

PRESENTATIONS: See H.1.D.

TREASURER/FINANCIAL

Action item D: Expenditures for the period of September 6, 2018 through October 5, 2018.

MOTION Janet Buckingham moved/Kevin Fitzgerald seconded to approve the expenditures of \$82,964.50 consisting of \$19,316.98 for payroll and \$62,847.52 for operating and other capital expenditures. Roll-call vote: Kalen Jones, Janet Buckingham, Mary McGann, Pamala Hackley, and Kevin Fitzgerald all votes yes. Motion passed unanimously, 5 to 0.

E.1. 2019 Budget Status: Currently Revised 2019 Budget, E.2. Funding Request

Debby Barton does not have the 2019 budget at this time. She has been putting in the change of the Grand Canyon funding status for TRT and changing it, and then the state PILT and the mineral lease. The budget has not yet been revised to reflect these changes. She has provided, as promised, at least the first two of the five options, for the recycling center. She is working to go to a \$36.50 per ton for the shipping fee, and the proposal is also going to include that we go to a per-ton charge for everything, which will include biosolids, which will be an impact to the city of Moab. We have verbally always allowed that we don't increase or change their fees until the beginning of their fiscal year, which begins in July. Debby Barton recommends we continue that because they have a different budget than we do.

Debby Barton sent the Board an email about what might be officially recommended. This is what Debby Barton is basically basing the budget on until final approval.

We were cut from TRT so they could add the TRT for the county, but it was taken away from the county. \$20,000 is left, which is not enough to do a project.

F. Financial/Analytical Reports as of 30 September 2018 (Unaudited)

Debby Barton addressed how Pamala Hackley sent some notes under option 2. Debby Barton did not break out the scenario between the two: single streaming and having a drop-off. She suggests an annotation that it includes us being a drop-off. She recommends not being a drop-off for single-stream, because it is costly.

G. Signing Mountain America Cards: Mary McGann mentioned that the Board members have signed the signature cards.

Mary McGann motioned to move the baler agenda item, which is H.1.B. Debby Barton stated that the baler discussion is part of the district board report (which is H.1.a. and H.1.b.).

H. STAFF/BOARD REPORTS

Debby Barton mentioned that Pamala Hackley had a question about the report, about the CIV we will be submitting in February, with the bond counsel. The grant could possibly be in May or June. Debby Barton stated that the grant requires an engineer report and that she does not yet have an engineer.

Debby Barton mentioned that her two subitems (cleanup status of the CRC and the baler) are not in her actual report. She filled out some more roll-offs, things are looking better, and she has received positive comments. With the cardboard baler down, we are behind. As soon as the baler is repaired, cardboard will be processed. Cardboard wet from the recent rain will be dried out and bailed. An outgoing load is wet and will not be given until it dries (requires a few days of sun), so that its weight will not exceed the 48,000 pound-limit and be considered overweight.

The truck scheduled to receive this load also did not come in when scheduled. Overall, we still are not perfect, but we keep producing and it's a constant in and out.

H.1.B. Baler

We can either purchase or lease. Marathon sent representative Jaime Hartnell today to look at the facility. Marathon was delayed in sending him here because of its involvement with Hurricane Florence. Debby Barton stated that Jaime Hartnell says we can fit a newer baler with an automatic wire tie.

Jaime Hartnell distributed hardcopy baler information to the members and offered email copies upon request. Jamie discussed the auto-tie option and the manual-tie option, which is information included inside the distributed handout.

The first option can produce about 8 bales of cardboard per hour. Debby Barton added that the center currently produces 1 bale per hour.

The auto-tie option is necessary for processing multiple materials, to improve efficiency and employee safety.

There is an option to feed without a conveyor, but this is not recommended, as conveyor feeding is safer and improves material consistency inside the bale.

A small-footprint option that is a direct replacement for the current baler would allow for manual tie and can process multiple materials. Manual tie would handle 1 or 2 bales per hour, whereas an auto tie would allow up to 3 tons per hour or about 6 bales per hour. The auto-tie option includes a conveyor feeder.

One wire spool will tie an average of 600 bales.

For the auto-tie option, to switch between materials, a button on the panel is pushed.

Our facility can accommodate the size of either option. The auto-tie option is more efficient and safer.

Debby Barton mentioned that for our current bailor, we have to put something behind every bale so that the bale can be pushed out, which has created problems, such as contributing to the current damaged rams.

The pricing of about \$3,000 to \$3,500 a month, about \$40,000 a year, would include all maintenance and repairs not caused by negligence. We would pay for the wire. We would likely need 2 spools of auto-tie wire a year, which will cost about \$500 per spool, for a total of \$1,000 a year for wire and less than \$1 per bale. Maintenance/repair is 24/7 and is probably out of Salt Lake City or possibly Grand Junction, Colorado.

Debby Barton said the old baler is obsolete and would be sold for metal. We would ask for the old unit to be taken away.

The auto-tie option seems a better choice at this time, because it can bale faster.

A 3-day training is included. Service techs located in Alabama, Central time, can help with problems through FaceTime and could dial in via modem to do remote troubleshooting. Debby Barton likes the modem access.

Debby Barton stated that no matter what replacement we purchase, the building's electricals must be improved. Rocky Mountain has told Debby Barton that this work will cost about \$20,000.

At the end of the five-year lease, there may be an option to buy; Jaime Hartnell was not sure and would have to check into this.

TASK Debby Barton will receive additional information from Marathon about the lease-to-buy option tomorrow, by 5:00 p.m., and she will email this to the group.

Jaime Hartnell stated that following the regular maintenance schedule should help with having less dirt and sand in the unit.

2.A. Status of City RFP (Kalen Jones)

"It's out there...it's out on the street." The due date is mid-October. Debby Barton stated that she has been asked, by Dan at Monument: If Monument Waste does not receive the bid, will we issue a franchise agreement with the new contractor, or will we require this contractor to go through the transfer station? Debby does not have a solid opinion yet, but she stated that it does make sense to use a transfer station, because it is more efficient.

Debby Barton says that she spoke with Bill Jackson, and that the road would need to be improved and that it would likely cost at least \$200,000 to work on the area from the highway 191 to our gate. When the road has washboard, for example, and then receives a lot of rain, it is not drivable and the facility might need to shut down because of the road condition.

H.2.B. Report on Grand Junction CRI Visit (Mary McGann)

Patrick and Rosemarie also visited the facility. The facility is impressive and run by people for whom this is their passion. The city is supportive. If we don't go single stream, perhaps we can take stuff over to them. They do a lot with education, and the city is very involved. They do a lot with repurposing and reusing items. The facility is a public/private partnership, and it is a not-for-profit.

Much of their product is out of sight and stored internally.

H.2.C. MLF Shack Replacement (Janet Buckingham)

Janet Buckingham has received a few bids and has been working with Henderson Leasing here in town, for a Cumberland-model building. For the buildings donated to us by the National Park service, retrofitting for windows might be more difficult than originally thought. A new building similar in style, around 8x14 with a door in the front and a 2x3 window in the back costs about \$4,000. Debby Barton gave Janet Buckingham a contact for portable offices that are lovely but cost about \$28,000 complete. In Janet Buckingham's opinion, the donated buildings should be used for storage because they would need too much work.

The Cumberland building will be just a shell, with no insulation.

I. Management Plan Update

Kalen Jones requested we budget out in 2019. He has found a place that could do this, through the Department of Agriculture.

J.1. Nomination for UASD Board Member of the Year

MOTION Kevin Fitzgerald moved/ Janet Buckingham seconded to accept and turn in the nomination for Pamala Hackley. Motion passed 4 to 1, with 1 abstaining.

Pamala Hackley cannot attend the conference.

MOTION Kevin Fitzgerald moved/Kalen Jones seconded to move to Item L, which is a closed session to discuss the character and competency of an individual. Motion passed 5 to 0.

Action K is not pertinent to today's meeting.

START OF CLOSED SESSION

MOTION Kevin Fitzgerald moved/Janet Buckingham seconded to enter into a closed session.

Closed session began at 5:02 p.m.

MOTION Pamala Hackley moved/Kevin Fitzgerald seconded to end the closed session at 6:10 p.m. Motion passed.

END OF CLOSED SESSION

Return to the regular session began at 6:12 p.m.

TASK Mary will see if we have the council chambers for the special meeting on Tuesday, October 16, 2018, at 10:00 a.m. If we cannot meet here, Mary will contact the city.

CLOSING

Future considerations: The next regular scheduled Board meeting will be held November 8, 2018, at 4:00 PM.

Adjournment: **MOTION** Kalen Jones moved/Kevin Fitzgerald seconded to adjourn. Motion passed unanimously.

Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Robin Dahm, District Clerk