CALL TO ORDER (4 pm)

CITIZEN’S INPUT (OPEN FOR CITIZEN COMMENTS)

# APPROVAL OF MEETING MINUTES:

1. October 12, 2017: Regular Board Meeting
2. October 13, 2017: Special Meeting

# TREASURER/FINANCIAL

1. ***Action Item:*** Expenditures: For period of October 13, 2017 through November 9, 2017
2. ***Action Item***: District Staff Holiday Gift
3. ***Action Item***: Issue Acceptance of Auditor RFP
4. Zion’s Bank Signature Card Status Update (Mary McGann)
5. Financial/Analytical Reports
   1. Profit/Loss for October 2017
   2. Balance Sheet as of 31 October 2017
   3. Workload Accomplishments
6. 2018 Final Budget and Fee Structure Proposal
   1. ***Action Item:*** 2018 Administrative Staff Salary, Compensation and budget impacts
   2. 2018 Budget Proposed
   3. 2018 Proposed Fee Structure
   4. ***Action Item:*** Set Public Hearing Details for December 14, 2017 on 2017 Budget Amendment, 2018 Budget Proposed and 2018 Fee Schedule

# ONGOING / REGULAR BUSINESS

1. Staff/Board Reports
   1. District Staff (District Manager/Administrative Assistant/District Clerk)
   2. Board/Other
   3. Operational Updates
      1. Recycling Center Proposals and Recommendations
      2. ***Action Item:*** Appointment of Records Officer (incorporate in Administrative Assistant Duties
      3. Review Administrative Job Descriptions: District Manager, Administrative Assistant/Human Resources/Accounting (separate from “Administrative Assistant”), Facilities Supervisor/Superintendent with District Clerk duties
   4. Scheduling Updates
      1. Semi Annual District Presentation to Grand County Council, 21 November 2017
      2. Zero Waste Conference, March 5-7, 2018, Denver (part of SWANA Palooza SWANA Conference including Certification Training on Landfills, Collection Systems, and Recycling) – Recommend at least one board member plan to attend
2. Possible Action Item(s): Policy Reviews
   1. Policy 115-1050: Administrative Control Board Appointment
   2. Policy 122-1050: Electronic Meetings
   3. Policy 123-1050: GRAMA Record Management and Fee Policy (update existing policy)
   4. Policy 140-1050: Administrative Control Board Code of Ethical Conduct
3. Possible Action Item (bookmark): Klondike Franchise Agreements, if any

CLOSED SESSION

# If needed in accordance with Utah Code 52-4-205

# CLOSING ACTIONS / ADJOURNMENT

1. Next Regular ACB Meeting at 5 pm: Thursday, December 14, 2017
2. Public Hearing: 6 pm, Thursday, December 14, 2017
3. Adjournment

Dated this \_\_\_\_\_\_\_ day of \_\_\_November\_\_ , 2017.

Brandon MacKay

District Clerk

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aides and services) during this meeting should notify Annette Myers at 435-259-3867 at least two (2) working days prior to the meeting.