**SOLID WASTE SPECIAL SERVICE DISTRICT #1**

1000 East Sand Flats Road, Moab Utah 84532

**MINUTES—REGULAR MEETING**

Thursday, July 13, 2017

Board Members present: Mary McGann (chair), Kalen Jones (Treasurer), Pam Hackley

Others Present: Deborah Barton (District Manager), Janet Buckingham, Shiree Duncan, Roslyn Brain, Patrick Deal (City of Moab Public Works), Dan Kirkpatrick (Monument Waste), Bonnie Kirkpatrick (Monument Waste), Brad Woodford (Green Solutions), Brandon McKay (Green Solutions), Adam Watkins (Solid Waste SSD1)

Others Absent: Kevin Fitzgerald (vice chair), Shan Knighton (District Clerk)

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

**CALL TO ORDER:** By Chair Mary McGann at 4:00 pm as a quorum was present.

# CITIZENS INPUT (OPEN FOR CITIZENS COMMENTS). No comments

Pam Hackley moved/Kalen Jones seconded to move Agenda Item E, At Large Board Interview to the beginning of the meeting to interview the candidate present. Motion carried unanimously with three votes.

**E. At Large Board Interview/Recommendation**. Janet Buckingham gave an overview of her experience and interest in garbage and recycling. She was asked to expand on her experience with other boards and understanding of fiduciary responsibilities. Mary McGann stated the at-large board member would remain open for another two weeks. The only individual to date that has applied was Janet Buckingham who was present. If additional applicants are received, Chair McGann will call for a special meeting to interview those candidates and the board can make a final recommendation to Grand County council for selection of the at-large member to serve the remaining term of office. Ms. Buckingham was thanked for coming to the meeting. She left to attend to other commitments.

Pam Hackley moved/Kalen Jones seconded to move Agenda Item C for discussion as there were individuals in attendance wishing to discuss the compost operations. Motion carried unanimously with three votes.

**C. Compost Operations Update.** District Manager Barton stated the material was chipped and the first windrow was put in place by the 1 July deadline set by the board. The first application of water was today on the windrow. She answered questions from the audience regarding consideration of an industrial composter, what water requirements were needed, what application rate of water, and response for food waste in the future. She reiterated this was a pilot demonstration project approved by the DEQ to determine the answers to the questions being asked and to determine if the project would be feasible to expand. Chair McGann asked that a tour of the operations be prepared for either September or October to view the progress and status of the project.

Pam Hackley moved/Kalen Jones seconded to recess the board meeting to conduct a tour of the recycling operations. Motion carried unanimously with three votes. Meeting adjourned at 4:30 pm.

Meeting was called back to order at 5:20 pm.

# APPROVAL OF MINUTES:

Pam Hackley moved/Kalen Jones seconded to approve the minutes as presented of the last regular meeting held on June 8, 2017 minutes. Hearing no discussion, Mary McGann asked for approval. Motion carried unanimously with three votes.

# TREASURER/FINANCIAL:

1. Expenditures: Kalen Jones moved/Pam Hackley seconded to approve the expenditures in the amount of $274,977.71 for the period of June 9, 2017 through July 13, 2017. Hearing no discussions, Mary McGann called for roll call vote. Motion carried with McGann, Jones, Hackley as aye and one absent (Fitzgerald).

D. Policy/Plan Reviews and Discussion

* 1. Recycling Operations Cost: District Manager Barton provided print outs of the EPA WARM model for carbon impacts on materials received. She also provided a draft of the cost by ton for commodities currently processed by the district. These values have been updated since last presented. She commented that she has had no one else available to review or vet the data and numbers are presented.
	2. Expanded Operations Potential Pros/Cons. Public input was received based on the recycling center tour. Discussion held on obtaining grants to upgrade equipment and other infrastructure. Discussion held on current conditions of the storage/processing area. Monument Waste volunteered the use of their transfer trailer and equipment to pick up yard and take to the landfill(s) as the district would waive disposal fees. Patrick Dean, city of Moab Public Works Director talked about the city of Ogden having a 2 bin system for recycling pickup. He also commented that the district should look at a cradle to grave system. Discussion held on whether to impose a moratorium on the collection of mixed paper to allow the district time to catch up on material stored. Discussion held on split shifts to conduct production over a longer period of time. Direction was decided to
		1. Cleanup and organize the yard. District Manager Barton will work with Monument Waste to make a plan to get this done in the next several weeks
		2. Go to split shift to catch up on production
		3. Get other baler up and running
	3. Funding Mechanisms: Public input was received regarding use of grants, subscription based or consideration of millage (tax base). Dan Kirkpatrick recommended raising landfill fees in order to support recycling as done in Colorado with their grants program.

Pam requested that the record reflect the back yard was better than two years ago as for accounting of product processed.

# CLOSED SESSION

F. Pam Hackley moved/Kalen Jones second to close the meeting for the purposes for discussing the character, professional competence, or physical or mental health of an individual. Motion carried unanimously with three votes. Meeting was closed at 6:09 pm. Pam Hackley moved/Kalen Jones seconded to reopen meeting. Motion carried unanimously with three votes. Open meeting was reconvened at 6:49 pm. Pam Hackley stated for the record that each board member had received a sealed (unopened) anonymous letter postmarked July 10, 2017 which were opened by the board members present on July 13, 2017. The letter discussed personnel issues at the Solid Waste District. The issues raised were discussed in the closed session and the board will consider aspects raised at future regular meetings.

# CLOSING:

G. Next regular scheduled board meeting will be August 10, 2017 at 4 pm.

H. Adjournment: Kalen Jones moved/Pam Hackley moved to adjourn the meeting at 6:51 pm. Motion carried unanimously with three votes.

Respectfully submitted

Deborah Barton

District Manager