Board Members present: Mary McGann (Chair), Kevin Fitzgerald (Vice Chair), Pam Hackley, Janet Buckingham ✦,✶

✦ Arrived after meeting was called to order.

✶ Had to leave at 5 pm.

Board Members absent: Kalen Jones (Treasurer)

Others Present: Deborah Barton (District Manager), Annette Myers (District Administrative Assistant), Brandon McKay (District Facilities Supervisor), Dan Kirkpatrick (Monument Waste), Brad Woodford (Green Solutions), Jair West (Southtown Auto)

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

**CALL TO ORDER:** By Chair Mary McGann at 4:02 pm as a quorum was present.

# CITIZENS INPUT (OPEN FOR CITIZENS COMMENTS). Jair West of Southtown Auto stated he would like to help the recycling center by providing more options for recycling of metals. He is working with Grand County Council in area cleanup, especially of the older non functional vehicles. At present he is using the county owned race track area located in San Juan County. He suggested the district move recycling operations to that location as it is a contaminated site from vehicle oils and it is also a larger site with potential better room for growth. He would like to have a metals bin placed at the recycling center. He will pursue his ideas with the District Manager.

JoJo Maxim from Moab Love came in briefly during the body of the meeting. She was introduced to the board and thanked for her effort on cleaning up litter at the Klondike Landfill.

**MONUMENT WASTE PRESENTATION ON THE HUB AND SPOKE RECYCLE TRANSLOAD FACILITY PROJECT.** Dan Kirkpatrick discussed the status of his building project in Grand Junction as a hub to consolidate materials to be shipped to large material recovery facilities (MRF) in Denver. He stated that the Alpine Waste MRF in Denver is taking glass as they have the ability to divert glass to Momentum Recycling Glass which has a large processing plant in Denver. Because of the grant funding he is hoping to obtain, he will have drop boxes in smaller communities who have no other resources for recycling. For the initial phase, they will be provided at no charge. Discussion held regarding franchise agreement with city versus subscriber base in the county as the county does not have franchise agreements for trash or related services. The service would be based on making recycling easier for residents to not have to sort materials and allow improved technologies at MRFs to do the sorting. Alpine Waste is looking at a contamination rate of 10%. When asked about the impacts of the China National SWORD allowed contamination rate of 0.5%, Dan stated Alpine has domestic markets for materials accepted. When asked what Grand Junction residents pay for curbside, he stated the fee is $10 per month with pickup every two weeks. He also stated they are using robot technology for improved separation of material.

**APPROVAL OF MINUTES**

# Kevin Fitzgerald moved/Pam Hackley seconded to approve the minutes of March 8, 2018 as written. Hearing no further discussion, Chair McGann called for a vote. Motion carried four to zero.

# TREASURER/FINANCIAL:

1. Expenditures: Janet Buckingham moved/Kevin Fitzgerald seconded to approve the expenditures of $75,100.14 consisting of $16,052.28 for payroll and $59,047.86 for operating and other capital expenditures for the period of March 6, 2018 through April 5, 2018. Pam asked clarification on having no checks from March 5 to March 15. As the last check signing for the previous period was on March 1, no checks were issued until March 15. Hearing no further discussion, Chair McGann called for a roll call vote. Motion carried by roll call vote four to zero.
2. Financial/Analytical Reports:
   1. March 2018 unaudited balance sheet and profit/loss statements were presented to the board as is.
   2. Six graphs were presented, three for the landfills and three involving recycling. Tonnages were higher than last year for Klondike. Moab and Recycling operations had a decrease in materials received. Shipped tonnages were much higher than last year but the processed tonnages were about equal as the previous year.
3. Reports:
   * 1. District Staff:
     2. District Manager: Deborah Barton had previously sent her report to the board, a copy is attached to these minutes. She had provided a copy of the plastics powerpoint presentation she made on April 5. The next presentation on metals, paper and glass will be on Thursday, April 19 beginning at 6 pm in the Grand Library. She also provided a copy of the Green to Gold commitment made on behalf of the district to the city of Moab. She emphasized that temp hires have been obtained to clean up the Klondike Landfill litter problem and the estimated cost is around $6,000.
4. Administrative Assistant~~ce~~: Annette has researched banking options and will be providing a formal recommendation at the May board meeting to have two banking accounts, one at Zion’s for the credit cards and cash deposits and a second for accounts payable at Mountain America Federal Credit Union, which is an approved bank by the Utah Money Management Council. She explained that URS is auditing five employees records from 2015 forward. She also gave an update on the CPM (Certified Public Manager) training Spring Course I that she and Deborah Barton are taking to which Pam Hackly suggested a bonus be approved for Deborah Barton and Annette Myers due to the number of overtime hours being spent each week outside of normal work. Deborah Barton was asked by Pam Hackley and Mary McGann if the District Budget could accommodate the bonus. A discussion ensued between the Board members on how to approve this expenditure.
5. Facilities Supervisor/District Clerk: No report.
   1. Board/Other: Pam Hackley gave kudos on the status of the recycling center and the efforts the staff has been making to keep up with the materials and view shed. Janet echoed the compliments. Pam asked status on the Household Hazardous Waste poster and requested a copy be sent to Castle Valley and some information to Ron Drake who puts out information for his Castle Valley comments.
   2. Scheduling. The board quickly reviewed the calendar schedule. ~~Kalen~~ Kevin asked what the silver anniversary for the district would entail. Discussion held that there is not a logo for the district and this may be a good opportunity to develop a logo. Janet was volunteered to give some ideas for a logo at the April meeting. Debby stated she had some draft and would share. Consensus was to not include Arches as part of the Logo.
6. Declaration of Caterpillar D6 as excess equipment for sale or salvage. Pam Hackley moved/Kevin Fitzgerald seconded to approve the listing for sale or salvage the Caterpillar Dozer, model D6, District Unit ID KL 135. Hearing no further discussion, Mary McGann called for the vote and motion carried four to zero.
7. Management Plan Update. Copy of the costing of various commodities as well as carbon footprint impacts was provided to the board for that portion of the management plan. Discussion held on the draft calculations made to date on the various commodities as well as the summary information. Discussion held on the carbon footprint results. The next step will be determining scenario discussion as well as policy reviews.
8. Policy Review and Actions

Discussion was held on how to approach concerns on nepotism and anti-fraternization in a small organization such as the district with a limited workforce. Discussion held that the policy will apply to prohibition of nepotism and fraternization relationships between board members and district employees. Discussion held about the limited workforce pool as well as the small workforce for the district operations. Consensus reached by the board members to fill current vacancy with the best qualified person that is not related to a Board member. Consensus agreed on requiring a notice of potential conflict be completed by staff members and placed in their employee folders. The policy will be written to allow for flexibility for hiring of qualified personnel that may be a potential nepotism or fraternization conflict. Question was raised about the possible conflict between equal employment opportunity and nepotism fraternization policy. Some policies are behavior arising from the relationships versus actual relationship. Guidance was given to write a policy towards behavior versus relationship and keep in place the requirement to notify the administration office of any relationships among employee that meet state law definitions of nepotism fraternization relationships.

1. Klondike Franchise Agreements. None received.

# CLOSED SESSION

1. No session required..

# CLOSING:

1. Next regular scheduled board meeting: May 10, 2018 at 4:00 pm.
2. Adjournment: Pam Hackley moved/Kevin Fitzgerald seconded to adjourn the meeting at 5:51 pm. Motion carried 3 to 0.

Respectfully Submitted,

Brandon MacKay, District Clerk