Board Members present: Mary McGann (Chair), Kevin Fitzgerald (Vice Chair), Kalen Jones (Treasurer), Janet Buckingham, Pam Hackley

Others Present: Deborah Barton (District Manager), Annette Myers, (Administrative Assistant), Robert Myers (Facilities Supervisor), Susan Allamand (Citizen), Rick Beckner (interested party), Robin Dahm (considered for District Clerk), Patrick Dean (City of Moab Public Works), Janet Deane (Citizen), Joe Kingsley (Citizen), Dan Kirkpatrick (Monument Waste), Sara Melnicoff (Moab Solutions), Tina Mercer (Utah DEQ-Waste Tire Program), Doug Rasmussen (SMR – Auditor), Brad Woodford (Green Solutions)

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

**CALL TO ORDER:** By Chair McGann at 4:03 pm as a quorum was present.

# SPECIAL PRESENTATION:

Tina Mercer, Environmental Scientist and Utah Waste Tire Program Coordinator for Utah DEQ, Solid Waste Unit gave a short presentation on the assistance that may be available to the area to clean up various tire piles throughout the community. There is a waste tire fund held at the state that comes from tire fees imposed on purchases of tires. The state can pay up to 60% of the costs with the local community bearing the remaining 40% or more of the clean up costs. This requires the work of the local citizens and working with the local health department to accomplish a cleanup event. Last year a house bill sponsored by Representative Sandoval did not pass out of the senate which would have provided additional relief for rural counties such as Grand County. Mary McGann commented that the cost to move tires is estimated at $150 per ton and approximately 85 tires makes a ton.

# CITIZENS INPUT (OPEN FOR CITIZENS COMMENTS).

Mary McGann opened the section of the meeting for citizens to speak, asking they give their name for the record. She asked the speaking be limited to 3 minutes and asked for a timer. Deborah Barton recorded the time.

Sara Melnicoff of Moab Solutions made a short presentation discussing her concerns about the recycling center and recycling operations. She requested effort to formalize the relationship of the District with Moab Solutions or another entity to run the center as the district did not have adequate personnel with landfills to also operate. She was concerned about a disconnect between the front (referring to the citizen drop off area) and the back (referring to the storage, processing and shipping areas). She is hoping to obtain a second volunteer for the afternoon to assist in the drop off area. She complemented the new hires of the district. She expressed concerns about the closure days for the center and wanted them to be lifted to better serve the community. She also reiterated information about a company that will take all types of mixed paper grades in a 53 foot trailer, as long as it is clean. Pam Hackley expressed the thanks of the board for the effort Sara and her volunteers have made to help keep the front area clean. Mary commented she will be visiting the recycling center in Grand Junction on September 27 at 1 pm and invited others to come with her.

Sara Melnicoff mentioned she is assisting an underground recycle railroad to take materials to either Grand Junction or Salt Lake City.

Sue Allamond, citizen, stated she is no longer recycling after thirty years as the center does not take enough material to make it worth her time and effort to bring what she does have to the center. She stated in New Jersey, her former home, has a twice per year recycle event that people pay for a permit to look through recycling in order to reduce the material to the landfill. She also provided a handout for the Chair that she had researched regarding Resources for Business and urged that everyone should be involved. She also stated there are companies willing to buy recyclable materials in Salt Lake City.

No other citizens addressed the board. Many stayed through the discussion on the special request from the city of Moab.

**SPECIAL REQUESTS/ACTIONS**

Appointment of District Clerk. The position had been advertised and only one individual had made a submission for the position. Robin Dahm introduced herself to the board. Discussion held that this would be a contracted position. Question was asked about the salary range. Deborah Barton did not recall that as part of interview question and asked Robin to clarify. She looked through her notes and found it was a discussion between herself and Mary McGann and was based on professional level pay. The hourly rate would be between $18 and $20 per hour. An agreement will be drafted. **Pam Hackley moved/Kevin Fitzgerald seconded** to contract with Robin Dahm as the Solid Waste District Clerk for an initial period of October 1 2018 through December 2019. Hearing no further discussion, Chair McGann called for vote and motion passed five to zero.

City of Moab Request. Patrick Dean had forwarded a written request regarding charges at the Moab Landfill for the cleanup of the creek area by the school district bus barn. The city donated their time and equipment in the amount of $17,520. He was requested a waiver or reduction in the $5,238 of disposal fees. **Pam Hackley moved/Kalen Jones** seconded to discuss the proposal to waive or reduce the fees. Motion was not formally adopted but a discussion began on the proposed request. Mary McGann gave a historical background as this cleanup was a direct result of the concerns raised after the Cinema Court Fire which destroyed homes and property. An interagency meeting was held on Monday, June 11 which was 5 days after the fire. During the meeting, various agencies volunteered effort to assist in the cleanup, including the District’s offer to waive disposal fees for the fire area. What was discussed was the mitigation for other areas along Mill Creek and Pack Creek that should happen to reduce fire risk. Dan Kirkpatrick was asked his input as he also volunteered his dumpsters and personnel at no charge to assist the fire victims. He stated the meeting was pretty broad between the fire response and fire mitigation. Janet Buckingham and Pam Hackley stated they were not in favor of a waiver of disposal fees as this was a mitigation or preventative measure and the responsibility of the owners of the area. Kalen Jones commented this is going to be an ongoing issue to clean up the areas and he raised concerns that there was not a formal policy or procedure for consideration of such waiver requests. Kevin Fitzgerald was in favor of a 50/50 split (referring to 50% reduction as clarified later). Mary McGann was not in favor of a waiver of all fees. Further discussion was held on the costs already waived by the district in the amount of $18,034.37. Deborah Barton clarified the rate and charging structure as has been used by the district for the past several years. For disposal into the Moab Landfill, charges are $12 per cubic yard. A reduced rate of $8 per cubic yard is charged for materials that can be diverted and used for mulch/compost. Clean asphalt is charged 50% of the disposal rate as the material can be diverted and used on site with some work of district personnel and equipment. Clean dirt is not charged as it can be used for cover and there is a need for dirt. She commented that much of the material that was brought from the cleanup had to be put into the landfill as it was not eligible for waste diversion and therefore did take away from air space that could not be reclaimed for future use. She stated that measurements were reduced from actual length, width, and height to provide some reduction in potential charges. Pam Hackley and Kevin Fitzgerald formally withdrew their initial motion. The board discussed the wording for a formal motion. **Kevin Fitzgerald moved/Pam Hackley seconded** that in this special circumstance to reduce by $2,500 the current bill dated August 6, 2018 and no further consideration of waiver or reduction of fees will be accepted until a policy is created and approved, excepting for emergency response conditions. Further discussion was held that emergency situation response would be a case by case basis until such time as the policy and procedures are developed, approved and then implemented. Hearing no further discussion, Chair McGann called for a vote and the motion passed five to zero.

**APPROVAL OF MINUTES**

# Kevin Fitzgerald moved/Kalen Jones seconded to approve the minutes of July 26, 2018, July 31, 2018, August 9, 2018, August 29, 2018 and September 12, 2018 as presented. There were no corrections. Hearing no further discussion, Chair McGann called for vote and motion passed five to zero.

# TREASURER/FINANCIAL:

Presentation of 2017 Audit: Doug Rasmussen of Smuin, Rich and Marsing, the District’s auditor presented the completed 2017 Audit. Doug directed attention first to page 2 for the paragraph listing opinions. This is the core of the audit report and refers that the district being in compliance. Doug directed attention to page 6 of the report which shows an increase in the net position of the district, however on page 15 shows a net decrease in cash and cash equivalents. He also pointed out that the economic forecast and future budget is developed by the District Manager and did include mention of the board’s review of the Legislative Audit General’s 27 point checklist on best management practices.

Expenditures: ***Kalen Jones moved/Kevin Fitzgerald seconded*** to approve the expenditures in the amount of $72,327.59 consisting of $19,399.70 for payroll and $52,927.89 for operating and other capital expenditures for the period of August 6, 2018 through September 5, 2018. Hearing no discussion, Chair McGann called for roll call vote. Motion carried by five to zero.

Budget Update: Print out was not in the packet and did not have available. Two options costs for CRC and both show a negative. The first is Status Quo. The second option is keeping e-waste, OCC, metals, and glass and the rest not handled had a $180,000 loss for shipping out of material. The third, fourth and fifth has not yet been costed out. Debby would email the options. No proposed 2018 amendments to date. Budget will include used baler purchase as well as operations for Moab and Klondike landfill.

Financial Reports: The balance statement and profit/loss summary as of 31 August 2018 was previously sent to the board. Graphs on workload shows a decrease of workload from July and July did set records. Explanation on shipping out was increased due to mandate and finding transportation. Although example was explained of a load scheduled for shipping out three days in a row, then on the third day the material was loaded and the hauler elected to reject the load so the material was offloaded.

Reports:

* + 1. District Staff:
		2. District Manager: Deborah Barton had previously sent her report to the Board, a copy is attached to these minutes which includes requested information and contained her update on the 2018 goals. No questions were asked.
	1. Board/Other: The Moab RFP for trash and recycling services is currently on hold to 25 September. The city approved a ban on retail plastic bags which will become effective 1 January 2019. Janet provided a report on the status of cleanup of the center to date. She commented that progress has been made but the area is still not completed. She also is looking at options for the Moab Landfill entrance booth.

Management Plan Update. No report

Discussion and Possible Policy Action Item(s)

* 1. Employee Handbook Review and in particular Grievance Policies and Procedures, Employer Council update. The employer’s council has not been approached to do this review so no report.
	2. Draft ethical pledge for review for employee/board members. Copy was provided to the board for their review and comments to be provided during the October Board meeting. Pen and ink changes were annotated as discussed by the board members. A suggestion was made to have separate pledges – one for employees and one for board members. The revised pledges will be brought to the October board meeting.

# CLOSED SESSION

No closed session held.

# CLOSING:

Future Considerations:

Next regular scheduled Board meeting will be October 11, 2018 at 4:00 pm.

Second budget workshop will be scheduled after the October board meeting.

Signatures requested to open the Mountain America Credit Union account. The opening of the account was previously approved. By consensus, final signatures will be obtained at the October board meeting and the account set up afterwards. Annette will make arrangements with the credit union for the signatures and completion of the signature cards.

Adjournment: **Kevin Fitzgerald moved/Janet Buckingham seconded** to adjourn the meeting at 6:15 pm. Motion carried five to zero.

Respectfully Submitted,

Deborah Barton

District Manager