



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held February 3, 2021 at 5:00 p.m. via GoToMeeting.

The meeting was conducted via electronic meeting with no anchor location established, per Utah Code 52-4-207(4), as authorized, in writing, by the Board Chair.

Conducting: Board Chair, Mayor Len Arave

ADMINISTRATIVE CONTROL BOARD PRESENT:

Board Chair, Mayor Len Arave, North Salt Lake
Vice-Chair, Mayor Mike Gailey, Syracuse
Secretary, Council Member Wally Larrabee, Woods Cross
Council Member Vern Phipps, Clearfield
Mayor Clark Wilkinson, Centerville
Mayor Mitch Adams, Clinton
Commissioner Randy Elliott, Davis County
Commissioner Lorene Kamalu, Davis County
Council Member James Bruhn, West Bountiful

Commissioner Bob Stevenson, Davis County
Mayor Jim Talbot, Farmington
Mayor John Pohlman, Fruit Heights
Mayor Katie Witt, Kaysville
Mayor Joy Petro, Layton
Council Member Tony London, Morgan
Council Member Mike Newton, Morgan County
Mayor Jo Sjoblom, South Weber
Mayor Howard Madsen, Sunset

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Mayor Erik Craythorne, West Point

STAFF PRESENT:

Nathan Rich, Executive Director
Adam Hacker, Accounting Manager
Preston Lee, Operations Manager
Todd Quinley, Purchasing Manager
Jesse Simonsen, Landfill Superintendent
Chad Staples, MRF Superintendent
Kathy Hammerle, HR/Scale Supervisor
Juli McIntosh, Recorder

VISITORS:

Larry Jenkins, Kirton McConkie

Notice of time, place, and agenda of the meeting was sent to the Salt Lake Tribune, Deseret News, Morgan County News, and Standard Examiner newspapers on January 29, 2021. Notice of time, place, and agenda of the meeting was sent to each member of the Administrative Control Board via e-mail and posted at Wasatch Integrated Waste Management District Administrative Offices on January 29, 2021.

Welcome

Board Chair, Mayor Len Arave, welcomed board members, staff, and visitors to the meeting.

Minutes Approval

Chairman Arave presented minutes of the November 4, 2020 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the November 4, 2020 board meeting were approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Mayor Mitch Adams, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Tony London, Council Member Mike Newton, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member James Bruhn voted yea. Voting in favor of said motion was unanimous.

Public Comment Period

Mayor Joy Petroff commented on behalf of a Layton City resident who opposes the approved design height of the Davis Landfill cell and wants his comment to be part of the public record.

Annual Open and Public Meetings Training

Mr. Larry Jenkins, attorney for the District, provided annual Open and Public Meetings Training to board members in attendance. He discussed open public body meetings, which must be open to the public unless properly closed, chance meetings, and social gatherings, which are not defined as meetings, meeting notice requirements, committee meetings, which are not public meetings, closed meetings, which must be convened from a properly noticed open meeting, electronic and emergency meetings, e-mails and texts, and minutes requirements.

Director's Report

Mr. Rich began his report to the board by playing a few of the newly released recycling videos, which are now available for viewing on the District's website.

Mr. Rich also discussed the following:

Continuing disclosures and financial statements required by the 2019 Solid Waste Management Revenue Bond have been filed. There are no instances of default on any of the covenants and obligations under the bond.

As part of the District's ongoing response to the COVID-19 pandemic, in consultation with the Executive Committee, the District will continue to provide Emergency Paid Sick Leave (EPSL) to employees through March 31, 2021.

The move to a new credit card processor, Card Connect, has been completed. The search has been ongoing over the past several years to improve card processing speed and reliability. Only a limited number of card processors work with the District's scale software. We anticipate a substantial decrease in credit card processing time, which is even more important while we are not accepting cash. The search choosing and implementing the right credit card processor has been a real team effort.

Saltworks has helped staff create a series of Recycling Tips Videos for use on the website and social media. Mr. Rich encouraged board members to place a link to Wasatch's new webpage and the videos in their city newsletters and/or website. He thanked Commissioner Lorene Kamalu for including links about the new Material Recovery and Transfer Facility in the Davis County newsletter

Mayor Petro of Layton featured a tour of the new Material Recovery Facility on her Monday with the Mayor webcast. You can see that video on our website at <https://www.wasatchintegrated.org/monday-with-the-mayor/>.

Wasatch will host the Davis Chamber Board of Governors with lunch and a tour of the Material Recovery and Transfer Facility (MRF) on April 14, 2021 at noon. Mr. Rich invited board members to attend.

The District will be featured on a new podcast by Opening Doors, two local real estate agents that focus on interesting features and people in Davis and Weber County. You can hear that episode at www.UtahHomesHQ.com.

Representative Stephen Handy is sponsoring HB236 Waste Tire Recycling Amendments which will allow publicly operated facilities to obtain reimbursement for the cost of transporting waste tires to a recycler. This bill is NUERA priority and will provide a benefit to the District.

Committee Meetings were last held on January 26 and 27, 2021. Committee meetings are next scheduled for February 23 and 24, 2021 and will continue to be held electronically.

Mr. Rich reported that operation of the Transfer Facility began on May 18, 2020 by transferring 160 tons per day to Waste Management's Tekoi Landfill located in Tooele County. Transfer operations have ramped up over the past six months and as of December the facility is accepting all residential waste at the MRF. We estimate an average of about 450 tons per day or about 130,000 tons per year of waste will be transferred through the facility. Mr. Rich said that it is important to note, that this is 130,000 tons of putrescible waste not going to the Davis Landfill. The contracted vendors, Waste Management's Tekoi Landfill and Recycled Earth hauling, are both performing well.

In response to a question, Mr. Rich said that citizens are encouraged to place all clean plastic into their curbside recycling can.

The Material Recovery Facility began operation of a second shift on January 4, 2021. Operations are progressing nicely with increasing run times. Maintenance procedures are being established.

Performance testing required by the contract with CP Group was successfully completed during the week of November 2, 2020. Overall, we are very pleased with the performance of the system.

We have been successful in moving all planned recyclables to market, including cardboard, steel, aluminum, plastics #1, and plastics #2. Current Pricing remains consistently around 50% of the 5-year average historical pricing. Pricing has yet to recover from the China SWORD policy and continues to be hurt by tariffs and supply issues related to the COVID-19 pandemic. We can expect similar pricing for the next few years while domestic markets develop. The following table compares material pricing estimates, which have been used for financial projections, to actual pricing now.

Material	5 year average	Market Price \$/ton		
		Bond Docs	Budgeted	Actual
Cardboard	116	52	47	50
HDPE	682	522	551	690
PET	297	133	114	50
Aluminum	1361	1140	741	880
Steel	225	100	76	120

Delivery of engineered fuel to the Devil's Slide cement plant began on August 10, 2020. The plant is very happy with the material and we are now diverting from the landfill, between 200 and 250 tons per week of non-recyclable paper and plastic.

In response to a question, Mr. Rich explained that most all of the curbside recycling goes into the engineered fuel, while approximately ten percent of the MSW received goes toward engineered fuel.

Wasatch is partnering with Washington State University, the Idaho National Laboratory (INL), the National Renewable Energy Laboratory (NREL), CP Group, and GBB to submit a proposal for funding from the US Department of Energy grant to complete a study of our minus two inch high organic content material to produce biofuels and bioproducts. The initial concept paper was submitted on February 1, 2021. Full applications are due on April 4, 2021. This could be a great opportunity to support cutting edge research identifying best uses of the high organic waste stream we are producing at the Material Recovery Facility.

Staff has prepared a conceptual layout and cost estimates for restarting the mattresses recycling program. In the proposed scenario, mattresses are shredded for the recovery of ferrous metals and creation of "fluff" for addition to the engineered fuel currently being supplied to Devil's Slide Cement Plant. The project would reuse Geocycle's shredder at no cost and reuse the elevating conveyor and cross belt magnet from our earlier mattress project. The shredder will be located inside the Material Recovery Facility. Using conservative estimates of capital and operating costs, the project will generate a small amount of net revenue with a mattress recycling fee of \$10 per unit, as proposed.

In response to a question, Mr. Rich said that the facility is capable of processing 600 mattresses per week, maximum.

Engineering is currently being finalized for two upcoming related projects at the Davis Landfill.

The Phase IV landfill liner project wraps around the south and west corner of the landfill and will be the last liner installed at the Davis Landfill. The project includes the installation of about 13.5 acres of liner and expansion of the landfill gas collection system in that area.

In response to a question, Mr. Rich said that Phase IV will likely be completed and ready to accept waste in August or September of this year.

The Stage C final cover project places final cover on about 7.2 acres over the current active landfill area and the east end of the site. With placement of final cover over the east end of the lined landfill cell, operations will move back down into the bowl directly north of the scale house and operations will be much less visible to the neighboring community, for a time. The active landfill face is currently very close to the park and highly visible to neighbors.

Both projects are scheduled to go out to bid within the month and will be scheduled for construction during the summer of 2021.

The board briefly discussed the history of the park that overlooks the landfill. Mr. Rich said that a land swap was arranged by the District, and the District gave more land than it gained in order to provide property for the park while maintaining a buffer between residential development. Mayor Mitch Adams commented that it is unfortunate that citizens complaining about the landfill being so close to the park are unaware that the park was made possible, in part, by Wasatch Integrated.

In response to Mayor Petro's public comment on behalf of the Layton resident, Mr. Rich said that the District would give up substantial landfill volume in not landfilling waste to the engineered height.

Mayor Petro thanked Mr. Rich for the information, which she explained, gave her great background information which would be helpful in explaining the District's position to her resident.

Mr. Rich discussed engineering for the expansion of the landfill entrance road at 1700 East, which is being finalized. This project will move the entrance gate to the landfill's southern property boundary and add an additional lane through to the scale house. This project is important to alleviate landfill traffic, which is impacting traffic flow in the adjacent neighborhood. This project is also going to bid in the next month and construction planned to begin in May 2021.

A bin for accepting recyclables directly from customers has been placed at the landfill. When full, the bin is delivered to the Material Recovery Facility for processing.

Mr. Rich informed board members that Operational Reports for October, November, and December 2020 and Calendar Year 2020 were attached to the Director's Report, for review.

The District has experienced an average annual increase in waste volume of two percent over the past 20 years. In 2019 the District experienced an 18 percent increase in waste and 2020 saw another eight percent increase. While we can see an unusual increase in curbside waste, we have the largest increases in out of district waste and construction waste along with commercial and self-haul waste. These large increases coincide with rate increases at the Weber County Transfer Station.

Mr. Rich provided graphs of the increased waste delivered to District facilities and key performance indicators in product breakdown and curbside reports.

Financial Report

Mr. Adam Hacker presented the financial report, including the Disbursement Review, which included checks from October 1, 2020 through December 31, 2020. Checks over \$25,000 represented 77 percent of disbursements, totaling \$4,327,267.66. Disbursements totaled \$5,601,062.07, overall.

He presented recent credit card receipts and reported on the Financial Statements as of December 31, 2020. Currently, revenues are at 50 percent and expenses were at 44 percent of the budget.

Upon motion duly made and seconded, disbursements were approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Mayor Mitch Adams, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Tony London, Council Member Mike Newton, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member James Bruhn voted yea. Voting in favor of said motion was unanimous.

Resolutions

Chairman Arave presented Resolution 21-01, Amending Titles 2, 8, and 9 of the District Code, to the board for approval.

Upon motion duly made and seconded, Resolution 21-01, Amending Titles 2, 8, and 9 of the District Code, was approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Mayor Mitch Adams, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Tony London, Council Member Mike Newton, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member James Bruhn voted yea. Voting in favor of said motion was unanimous.

Chairman Arave presented Resolution 21-02, Amending the 2021 Capital Budget, to the board for approval.

Upon motion duly made and seconded, Resolution 21-02, Amending the 2021 Capital Budget was approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Mayor Mitch Adams, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Tony London, Council Member Mike Newton, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member James Bruhn voted yea. Voting in favor of said motion was unanimous.

General Business

At Chairman Arave's request for volunteers, Mayor Clark Wilkinson, Mayor John Pohlman, Chairman Arave, and Mr. Rich agreed to serve on the newly formed Audit Committee.

Upon motion duly made and seconded, the Audit Committee was created with Mayor Clark Wilkinson, Mayor John Pohlman, Chairman Arave, and Mr. Rich agreeing to serve.

Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Mayor Mitch Adams, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Tony London, Council Member Mike Newton, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member James Bruhn voted yea. Voting in favor of said motion was unanimous.

Chairman Arave thanked Mr. Rich for his hard work and indicated he would accept a motion to adjourn.

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:26 p.m. Voting in favor of said motion was unanimous.



Commissioner Len Arave, Board Chair



Nathan Rich, Executive Director