



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held June 2, 2021 at 5:00 p.m. at Wasatch Integrated Waste Management District's Davis Material Recovery and Transfer Facility, 3404 North 650 East, Layton, Utah 84041 and via electronic meeting.

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
Mayor Clark Wilkinson, Centerville (via GoToMeeting)
Council Member Vern Phipps, Clearfield
Mayor Mitch Adams, Clinton
Commissioner Randy Elliott, Davis County
Commissioner Lorene Kamalu, Davis County
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
Mayor Erik Craythorne, West Point

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Council Member James Bruhn, West Bountiful

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 Manager
Juli McIntosh, Recorder

VISITORS:

Larry Jenkins, Kirton McConkie (via GoToMeeting)

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 May 27, 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 May 27, 2021.

Welcome

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

Minutes Approval

Chairman Arave presented minutes of the May 5, 2021 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the May 5, 2021 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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Public Comment Period

There was no public comment.

Audit Committee Recommendation Approval

The Audit Committee, consisting of Mayor Clark Wilkinson, Mayor John Pohlman, Chairman Arave, and Mr. Rich, met, heard presentations from potential auditors, and recommended continuing to use Keddington Christensen for three years. Although the committee made the recommendation to the board in the May Board Meeting, Chairman Arave requested that the board officially approve that decision as an agenda item.

Upon motion duly made and seconded, the board approved the recommendation of the Audit Committee to retain Keddington Christensen as auditor's for the District for an additional three year term. 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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Financial Report

Chairman Arave rearranged the agenda and Mr. Adam Hacker presented the financial report, through April 30, 2021 and the Disbursement Review. The Disbursement Review included checks from April 1, 2021 through April 30, 2021. Checks over \$5,000 represented 87 percent of disbursements, totaling \$748,460.83. Disbursements totaled \$863,564.40, overall.

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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Fraud Risk Assessment

Mr. Rich presented the Fraud Risk Assessment to the board, explaining that it is a requirement of the Office of the State Auditor that governmental entities annually assess their internal fraud risk and report the findings to their board.

There are five levels of ranking from Very High to Very Low. Wasatch Integrated's fraud risk is currently ranked at Very Low.

Director's Update

Mr. Rich presented resolutions on the agenda, which included Resolution 21-07 Adopting Fiscal Year 2022 Budget, Resolution 21-08 Authorizing Disposal of Surplus Personal Property, and Resolution 21-09 Authorizing Executive Director to Negotiate a Lease with Teho Group.

Mr. Rich reported that operations at the Davis Material Recovery and Transfer Facility are settling in well. Pricing and revenue for recyclable materials are increasing and the Devil's Slide Cement plant is currently taking all of the Engineered Fuel currently produced by the MRF. We continue investigating technologies for improving the qualities of the minus 2 inch-high organic fraction for anaerobic digestion. Next week District staff will tour two facilities in California with technology provided by Anaergia. The Orex press has the potential to squeeze easily digestible plasma from the organic fraction leaving behind a relatively dry material consisting of grit, contamination, and cellulosic material. The "squeezeate" would potentially be easily deliverable to the anaerobic digester and the solids would be landfilled.

A contract has been executed with BHI, in Vernal, Utah, for the construction of the Stage C final cover and Phase IV liner projects at the Davis Landfill. Materials have been ordered and work is expected to begin in early July. This is the last phase of landfill liner planned at the Davis Landfill. After the liner has been completed, active landfilling operations will move to the southwest corner of the property and will be further and less visible from South Weber and the Greyhawk Park in Layton.

Advanced Paving has begun work on several paving projects at the landfill and MRF including some repair/refurbishment work, expansion of parking at the reuse center, and expansion of transfer trailer parking at the MRF. We anticipate completion of these projects prior to June 30, 2021 within the current budget.

The planned widening of the landfill entrance road has been indefinitely postponed due to an increase in project cost and the effectiveness of the new credit card processing system. We are finding on the busiest days we can keep lines within landfill property with our existing infrastructure.

Landfill personnel are working on litter control. Obtaining temporary labor to staff a litter crew continues to be a struggle. Also, we are making changes to the dump-trailer pad in response to complaints about excessive flat tires. The area will be stripped and sanded more often and trailers will be given the opportunity to dump at the face with commercial vehicles.

Mr. Rich recommended reading the articles of interest were attached to the board package, in particular the recent series of articles regarding the Promontory Point landfill and Box Elder County.

Committee Meetings were last held on May 25 and 26, 2021. Committee meetings are next scheduled for June 29 and 30, 2021.

Mr. Rich said that at the request of the Executive Committee, staff has created a new District Monthly Operations Report. The report contains several Key Performance Indicators (KPIs) which have been identified by the Executive Committee to provide a summary of the operational data typically provided to the board. Reports were attached to the board package, as usual.

Also attached was a new metric on the District Monthly Operations Report which has a summary of the costs per ton for operations of the Material Recovery Facility, Waste Hauling and Disposal, and the Landfill.

In response to a question, Mr. Rich said he would expect mattress recycling to begin sometime this fall.

Resolutions

Chairman Arave presented Resolution 21-07 Adopting a Budget for Fiscal Year 2022.

Upon motion duly made and seconded, the board approved Resolution 21-07, Approving the Tentative Budget for Year Ended June 30, 2022. 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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Chairman Arave presented Resolution 21-08 Authorizing Disposal of Surplus Personal Property.

Upon motion duly made and seconded, the board approved Resolution 21-08 Authorizing Disposal of Surplus Personal Property. 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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Chairman Arave presented Resolution 21-09 Authorizing the Executive Director to Negotiate a Lease with Teho Group.

Mr. Rich explained that this agreement could be beneficial to the District in putting excess landfill gas to beneficial use. Ameresco, the current contracted user of most of the landfill gas has the option to exercise its right to utilize any unused landfill gas. They are interested but have not yet chosen to take advantage of that right. Wasatch will keep all renewable attributes.

Upon motion duly made and seconded, the board approved Resolution 21-09 Authorizing the Executive Director to Negotiate a Lease with Teho Group. 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 Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

General Business

There was no other business.

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 5:53 p.m. Voting in favor of said motion was unanimous.



Mayor Len Arave, Board Chair



Nathan Rich, Executive Director