



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held November 10, 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:

Chair, Mayor Len Arave, North Salt Lake
Board Vice-Chair, Mayor Mike Gailey, Syracuse
Secretary, Council Member Wally Larrabee, Woods Cross
Mayor Clark Wilkinson, Centerville
Council Member Vern Phipps, Clearfield
Commissioner Bob Stevenson, Davis County (via GoToMeeting)
Mayor John Pohlman, Fruit Heights
Mayor Katie Witt, Kaysville

Mayor Joy Petro, Layton
Commissioner Mike Newton, Morgan County
Council Member Tony London, Morgan (via GoToMeeting)
Mayor Jo Sjoblom, South Weber
Mayor Howard Madsen, Sunset
Council Member James Bruhn, West Bountiful (via GoToMeeting)
Mayor Erik Craythorne, West Point (via GoToMeeting)

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Mayor Mitch Adams, Clinton
Commissioner Randy Elliott, Davis County

Commissioner Lorene Kamalu, Davis County
Mayor Jim Talbot, Farmington

STAFF PRESENT:

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

VISITORS:

Larry Jenkins, Kirton McConkie (via GoToMeeting)
Steve Rowley, Keddington Christensen

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 November 9, 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 November 9, 2021.

Welcome

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

Minutes Approval

Chairman Arave presented minutes of the September 1, 2021 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the September 1, 2021 board meeting were approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Public Comment Period

There was no public comment.

Fiscal Year 2021 Audit Presentation

Mr. Steve Rowley, Keddington & Christensen, presented the Auditor's Report to the Board, which included explanation and review of Opinions, Supplemental Reports, Outside Confirmation, Report on Compliance, Unspent Bond Proceeds, and Accrued Interest and Retainage Payable due to the bonds.

The auditor's report did not identify any deficiencies in internal controls that they would consider to be material weaknesses. The Auditor's Opinion found that Wasatch complied in all material respects, per the Government Auditing Standards issued by the Comptroller General of the United States, and the State Compliance Audit Guide.

Upon motion duly made and seconded, the audit was approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Financial Report

Mr. Adam Hacker presented the financial report through September 30, 2021 and the Disbursement Review from July 1 through September 30, 2021. Checks over \$24,000 represented 76 percent of disbursements. Checks over \$24,000 totaled \$3,147,924.37. Disbursements totaled \$4,116,024.35 overall.

In response to a question, Mr. Rich said that there is a fuel surcharge included in the hauling contract, which has increased from \$16.85 per ton to the current \$17.80 per ton but that hauling costs continue to be covered by tipping fees.

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, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Mr. Hacker explained why it was necessary to amend the 2022 budget. He said that the 2022 Capital Budget was being increased by \$550,000 to account for asphalt projects at both the landfill and MRF which were budgeted in the Fiscal Year 2021 but were not completed or delivered prior to June 30, 2021. It also amends the Operating Budget increasing the professional services line item by \$170,000 to cover additional consulting fees to complete the new solid waste management plan and to complete a thorough salary survey and review of the District's wage schedule, reviewing job

descriptions in addition to shifting \$388,000 from the personnel line item to the temporary labor line item to accommodate staffing at the MRF through the temporary agency for a period of time prior to hiring.

Resolution 21-10

Chairman Arave presented Resolution 21-10 Amending the Capital and Operating Budgets for Year Ended June 30, 2022.

Upon motion duly made and seconded, Resolution 21-10 Amending the Capital and Operating Budgets for Year Ended June 30, 2022 was approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Director's Update

Mr. Rich presented the Director's Update to the Board.

The recent mayoral election cycle resulted in substantial turnover on our Administrative Control Board. At this point it appears we will be losing at least 7 Board Members with a combined experience of 65 years.

Mitch Adams (16 years),
Jim Talbot (8 years),
Katie Witt (4 years),
Len Arave (12 years),
Jo Sjoblom (4 years)
Mike Gailey (8 years)
Erik Craythorne (13 years)

Mr. Rich thanked the board for their leadership and support in the face of some very hard decisions.

A Board Retreat is being planned for April 22nd through 24th, 2022, which will provide training for new Board Members and engage in the process of updating the Integrated Waste Management Plan.

Mr. Rich said that work has begun to update to the Integrated Waste Management Plan as directed by the board during the May 2021 Board Meeting. This important effort will help guide the District over the next few years and provide opportunity to the board for feedback and direction. GBB has been retained to assist with the work. We expect to have a draft plan and options for presentation and discussion at the upcoming Board Retreat in April 2022.

Several new educational videos were recently completed and are available for viewing on the website. There are currently plans for two more videos on how a landfill is constructed and the process of creating and delivering engineered fuel to the cement kiln. Doug Burton and Saltworks have done a great job on these important educational outreach tools.

The District is currently developing options to improve the quality of the minus 2 inch organic fraction at the MRF, to make it attractive as anaerobic digester feedstock. Anaergia has been identified as a potential technology provider and material has been sent for testing in their equipment to their facility located in California. Results of the testing and some initial financial information are expected to be delivered next week. This information will form the basis for renewed conversations with WRR regarding a potential partnership to divert this material from the landfill to the food waste digester.

Mr. Rich informed board members that several articles of interest were attached to your board package including notice of the passing of former Board Member and County Commissioner J. Dell Holbrook.

Several members of the board and staff attended WASTECON this past week in Orlando. It was an interesting and worthwhile conference.

Committee Meetings were last held on October 26 and 27, 2021. Committee meetings are next scheduled for November 23 and 24, 2021.

BHI, Vernal, is working on construction of the Stage C Final Cover and Phase IV Liner projects at the Davis Landfill. Excavation work is proceeding, and installation of the cover materials have been placed on Stage C. The excavation contractor is placing the required three feet of soil on the final cover and completing excavation of the Phase IV cell area. The liner subcontractor is expected to be back on site to complete the liner work in approximately two weeks. The project has been delayed by material availability (supply chain issues) and more recently by inclement weather. Completion of the project is expected to be within budget. Staff are making contingency plans for the possibility that the new landfill cell will not be completed before spring as this type of work is weather sensitive.

Resolutions (remaining)

Chairman Arave presented Resolution 21-11 Setting a Meeting Schedule for 2022.

Upon motion duly made and seconded, Resolution 21-11 Setting a Meeting Schedule for 2022 was approved. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Chairman Arave presented Resolution 21-12 Appointing Board Officers for 2022.

Chairman Arave asked for recommendations from the nominating committee.

Commissioner Bob Stevenson, and Mayors Erik Craythorne and Katie Witt, who had volunteered to serve when asked during the September 1, 2021 board meeting, presented their candidates for board officers for 2022, recommending Commissioner Bob Stevenson be appointed Board Chair, Mayor Joy Petro be appointed Vice Chair, and Mayor Clark Wilkinson be appointed Secretary.

Upon motion duly made and seconded, Resolution 21-12 Appointing Board Officers for 2022 was approved, with Commissioner Bob Stevenson appointed Board Chair, Mayor Joy Petro appointed Vice Chair, and Mayor Clark Wilkinson appointed Secretary. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

Chairman Arave presented Resolution 21-13 Appointing Board Members and Alternate Board Members to the Northern Utah Environmental Resource Agency (NUERA).

Council Member James Bruhn who has been serving as alternate board members volunteered to serve as a board member. Commissioner Mike Newton volunteered to serve as an alternate board member. Council Member Wally Larrabee agreed to continue serving as a board member.

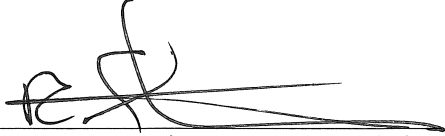
Upon motion duly made and seconded, Resolution 21-13 Appointing Board Members and Alternate Board Members to the Northern Utah Environmental Resource Agency (NUERA) was approved, with Council Members Wally Larrabee and James Bruhn serving as board members and Commissioner Mike Newton serving as an alternate board member. Chairman Arave, Vice-Chair Mike Gailey, Secretary Council Member Wally Larrabee, Mayor Clark Wilkinson, Council Member Vern Phipps, Commissioner Bob Stevenson, Mayor John Pohlman, Mayor Katie Witt, Mayor Joy Petro, Council Member Mike Newton, Council Member Tony London, Mayor Jo Sjoblom, Mayor Howard Madsen, Council Member James Bruhn, and Mayor Erik Craythorne voted yea. Voting in favor of said motion was unanimous.

General Business

Chairman Arave thanked the board for allowing him to serve as board chair this past year and for being an excellent board to work with.

Adjournment

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:12 p.m. Voting in favor of said motion was unanimous.



Commissioner Bob Stevenson, Board Chair



Nathan Rich, Executive Director