



## **WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT**

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held November 2, 2016 at 5:00 p.m. in the large conference room, Wasatch Integrated Waste Management District Administrative Offices, 1997 East 3500 North, Layton, Utah.

Conducting: Board Chair, Commissioner John Petroff, Davis County

### **ADMINISTRATIVE CONTROL BOARD PRESENT:**

Board Chair, Commissioner John Petroff, Davis County  
Secretary, Council Member James Bruhn, West Bountiful  
Mr. John Higginson, Centerville  
Council Member Vern Phipps, Clearfield  
Commissioner Bret Millburn, Davis County  
Mayor Jim Talbot, Farmington  
Mayor Don Carroll, Fruit Heights

Mayor Steve Hiatt, Kaysville  
Mayor Bob Stevenson, Layton  
Council Member Tony London, Morgan  
Council Member Ned Mecham, Morgan County  
Mayor Len Arave, North Salt Lake  
Councilmember Mike Gailey, Syracuse  
Council Member Wally Larrabee, Woods Cross

### **ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:**

Vice-Chair, Mayor Mitch Adams, Clinton  
Commissioner Jim Smith, Davis County  
Mayor Tammy Long, South Weber

Mayor Beverly Macfarlane, Sunset  
Mayor Erik Craythorne, West Point

### **STAFF PRESENT:**

Nathan Rich, Executive Director  
David Van De Graff, Controller  
John Watson, Plant Manager  
Preston Lee, Landfill Manager  
Jason Wilkinson, Tipping Floor Attendant  
Juli McIntosh, Recorder

### **STAFF EXCUSED:**

### **VISITORS:**

Larry Jenkins, Kirton McConkie  
Steven Rowley, Keddington & Christensen  
James Behunin, Audit Supervisor, Utah State Legislature

Notice of time, place, and agenda of the meeting was sent to the Salt Lake Tribune, Deseret News, Davis County Clipper, Morgan County News, and Standard Examiner newspapers on October 28, 2016. 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 October 28, 2016.

## **Welcome**

Board Chair, John Petroff welcomed board members, staff, and visitors to the meeting.

## **Minutes Approval**

Chairman Petroff presented minutes of the September 7, 2016 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the September 7, 2016 board meeting were approved. Voting in favor of said motion was unanimous.

## **Public Comment**

Former Mayor James Behunin, now working as an auditor for the Utah State Legislature, presented to the board recent concerns regarding special service districts. Legislative leaders requested that the auditor's office make recommendations for best practices. Mr. Behunin said he will discuss Wasatch's procedures with JP Petroff, Board Chair, Mr. Nathan Rich, and Mr. David Van De Graff and would welcome suggestions by board members.

Chairman Petroff commented that the District has policies in place to maintain best practices.

Mr. Nathan Rich said that the District makes every effort to comply with laws and best practices.

## **Employee Recognition**

Wasatch Tipping Floor Attendant, Jason Wilkinson, was recognized for his outstanding contribution to the District in helping with changes on the tipping floor due to the addition of the mixed waste processing facility, as well as a great attitude and strong work ethic. He was awarded a \$100 performance incentive.

## **2016 Audit Presentation**

Mr. Steven Rowley, Keddington & Christensen presented the Independent Auditor's Report and the Audited Financial Statements of Wasatch Integrated Waste Management District for the Fiscal Year ended June 30, 2016. The independent auditor's report concluded that the District has good segregation of duties and no compliance issues, but noted one issue regarding board member training. He stated that the board member training issue had "no effect on financial standing". Mr. Rowley also highlighted the Report on Internal Controls, Compliance, Findings, and Recommendations.

Mr. Van De Graff went on to discuss additional portions of the audit including, financial highlights, operating revenues and expenses, financial statements, statement of cash flows, assets, pension plan, and closure and post closure estimates. He thanked Mr. Rowley and staff for their professionalism and effort.

## **Director's Update**

Mr. Rich reminded board members that most of the items in the Director's Update were discussed at committee meetings. He briefly updated board members on developments with NUERA and the Bayview Landfill. NUERA closed on the purchase of Bayview Landfill and approved an interim operating agreement. South Utah Valley Solid Waste District will continue operations of the landfill until January 1, 2017 when NUERA will take over operations. The landfill will provide a combined 100 years of landfill space.

Mr. Rich Mr. Rich will speak at the Renewable Waste from Energy Conference in mid-November. The topic will be the Mixed Waste Processing Facility.

Wasatch's Christmas Party will be Wednesday, November 30, 2017 at the Timber Mine in Ogden.

Mr. Rich also updated board members on the most recent stack test results, which were good, the new storefront on the south side of PARC and Save's landfill thrift store, and operations reports, which indicate waste is up two to four percent from this time last year.

Committee Meetings were last held on October 25<sup>th</sup> and 26<sup>th</sup>, 2016. Committee meetings are next scheduled for January 24<sup>th</sup> and 25<sup>th</sup>, 2017.

### **Financial Report**

Mr. Van De Graff presented the financial reports of the District.

Mr. Van De Graff presented disbursements for September and October 2016. There were 412 disbursements for the months of September and October totaling \$2,480,640.35. Checks over \$15,000, for the months of September and October represented 70 percent of disbursements and totaled \$1,728,655.66.

Upon motion duly made and seconded, disbursements were approved. Voting in favor of said motion was unanimous.

Mr. Van De Graff presented financial statements ending September 30, 2016. He reported that operating revenues were at 21 percent and operating expenses were at 29 percent of the budgeted amount.

### **Resolutions**

Resolution 16-10, Resolution Authorizing the Conceptual Approval of Materials Recovery Facility was presented to the board. Board members discussed the cost, securing a loan to complete the project, revenue generated from recyclables collected, cost differences between installing a single stream versus a source separated system, the trades off between operating and capital costs, staffing, and the waste composition study, which determined that cities with curbside recycling are not recycling at a significantly higher rate than those without curbside recycling.

Board members expressed concern over the cost of the project, the likelihood that city can rates will increase, how to communicate with residents regarding curbside recycling and how they might respond, and endorsement of city and county governments. Many board members agreed it would be helpful for Mr. Rich to visit cities and counties to present information on the proposed facilities.

After much deliberation, a motion was made to table Resolution 16-10 for future discussion.

Upon motion duly made and seconded, Resolution 16-10 was tabled for future discussion. Voting in favor of said motion was unanimous.

Resolution 16-11, Amending Titles 1, 3, 4, and 5 of the District Code, was presented to the board for approval.

Upon motion duly made and seconded, Resolution 16-11 was approved. Voting in favor of said motion was unanimous.

Resolution 16-12, Approving a Meeting Scheduled of the Board for 2017, was presented to the board for approval.

Upon motion duly made and seconded, Resolution 16-12 was approved. Voting in favor of said motion was unanimous.

Resolution 16-13, Approving Board Officers for 2017, was presented to the board for approval. The Executive Committee met and recommended Mayor Bob Stevenson be appointed as Board Chair, Mayor Mitch Adams remain as Vice Chair, and Council Member James Bruhn remain as Secretary.

Upon motion duly made and seconded, Resolution 16-13 was approved. Voting in favor of said motion was unanimous.

Resolution 16-14, Appointing a NUERA Representative and Alternate, was presented to the board for approval. Motions were made to appoint Mike Gailey and Don Carroll as a NUERA Representative.

After brief deliberation, a motion was made to appoint Mike Gailey as the NUERA Representative and Don Carroll as the NUERA Alternate with Mayor Bob Stevenson remaining as a NUERA Representative and Mayor Beverly Macfarlane remaining as a NUERA Alternate.

Upon motion duly made and seconded, Resolution 16-14 was approved. Voting in favor of said motion was unanimous.

**Other Business**

Chairman Petroff thanked board members for the opportunity to serve with them, that the District has grown and changed for the better and he has enjoyed learning about solid waste.

**Adjournment**

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:46 p.m. Voting in favor of said motion was unanimous.



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Mayor Bob Stevenson, Board Chair



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Nathan Rich, Executive Director