



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held September 6, 2017 at 5:00 p.m. in the large conference room, Wasatch Integrated Waste Management District Administrative Offices, 1997 East 3500 North, Layton, Utah.

Conducting: Vice Chair, Mayor Mitch Adams, Clinton

ADMINISTRATIVE CONTROL BOARD PRESENT:

Vice Chair, Mayor Mitch Adams, Clinton
Secretary, Council Member James Bruhn, West Bountiful
Mr. John Higginson, Centerville
Council Member Vern Phipps, Clearfield
Commissioner Randy Elliott, Davis County
Commissioner Jim Smith, Davis County

Council Member Tony London, Morgan
Council Member Ned Mecham, Morgan County
Mayor Len Arave, North Salt Lake
Mayor Tammy Long, South Weber
Mayor Beverly Macfarlane, Sunset
Councilmember Mike Gailey, Syracuse

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Board Chair, Mayor Bob Stevenson, Layton
Commissioner Bret Millburn, Davis County
Mayor Jim Talbot, Farmington
Mayor Don Carroll, Fruit Heights

Mayor Steve Hiatt, Kaysville
Mayor Erik Craythorne, West Point
Council Member Wally Larrabee, Woods Cross

STAFF PRESENT:

Nathan Rich, Executive Director
David Van De Graff, Controller
Preston Lee, Landfill Manager
Todd Quinley, Purchasing Manager
Chad Staples, Project Manager

VISITORS:

Larry Jenkins, Kirton McConkie
Tom Smith, South Weber City
Brandon Jones, Consultant Engineer for South Weber City

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 August 31, 2017. 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 August 31, 2017.

Welcome

Vice Chair, Mayor Mitch Adams welcomed board members, staff, and visitors to the meeting.

Minutes Approval

Vice Chair Adams presented minutes of the May 31, 2017 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the May 3, 2017 board meeting were approved. Voting in favor of said motion was unanimous.

Vice Chair Adams requested that all future board meeting minutes include the reason for a board member's dissenting vote.

Public Comment

There was no public comment.

Proposed South Weber Posse Grounds

Mr. Tom Smith, South Weber City, and Mr. Brandon Jones, engineering consultant for the city, presented their plans for the property currently leased from the District at 1900 East Deer Run Drive. The proposed to extend the lease by 20 years and also to extend the leased property area. They said plans for the property include, a park, an equestrian park, and hiking trails. They understood that in extending the boundaries of the lease property it would be necessary to ensure the public areas were kept an adequate distance from storm water drainage, landfill gas monitoring wells, and landfill operations.

The board recommended that the lease be extended. A motion was made to authorize the Executive Director to finalize lease negotiations with South Weber, extending the lease another 30 years, and extending the leased property boundaries to the south along Fence Option 2.

In response to a question, Mr. Nathan Rich said that the lease will remain the same with an amendment.

The motion was seconded. Voting on the voice motion to direct the Executive Director to finalize a lease extension and property boundary increase, for approval by the Board at the next board meeting, was unanimous.

Annual Open and Public Meetings Training

Mr. Larry Jenkins, counsel for the District, provided required Annual Open and Public Meetings Training to the board. Training, per requirements of Title 52, Chapter 4 of Utah Code is required annually. The training included definition of a quorum, exceptions to "meetings", proper notice of a meeting, minutes, closed meetings, and electronic meetings. This training satisfies the state requirement to provide annual training for board members.

Director's Update

Mr. Rich reported on District issues, which included salvage and demolition of the Davis Energy Recovery Facility, which is proceeding. All solid waste, ash, and chemicals have been removed from the site. The demolition contractor, Target, is on site and has begun salvage and demolition work. An on-site and webcast auction is scheduled for Tuesday September 19, 2017 through www.biditup.com; anyone can participate.

With Board approval of the Updated Solid Waste Management Plan, staff has been moving forward with engineering for replacement of solid waste management capacity lost by closure of the Davis Energy Recovery Facility. An RFP was issued for procurement of Owner's Engineer to complete site programming and design of transfer capacity at the site. Three highly qualified proposals were received and RRT Design & Construction was selected as Owner's Engineer. GBB will continue to serve in an advisory role as the project proceeds.

A two-day design workshop was held on August 24th and 25th with RRT, GBB, and District staff. Substantial progress was made determining critical decisions regarding transfer station design, location, and site programming. Preliminary transfer station designs will be presented at the next committee meetings.

District staff continues to work with Wasatch Resource Recovery (WRR) and the South Davis Sewer District to determine the viability of diverting an organic fraction of District waste to their new Anaerobic Digester which is currently under construction and scheduled to be operational in October or November 2018. By processing residential curbside waste, the District could generate about 40,000 tons per year of material rich in organics. Some level of additional processing will likely be necessary to prepare the material for anaerobic digestion.

Holcim and GeoCycle continue to express a strong interest in partnering with the District to provide an engineered fuel feedstock to the Devils Slide Cement Plant. A non-disclosure agreement was signed and information shared regarding processing equipment, technology, and fuel specification. A letter of intent will be created once all parties involved have a better understanding of equipment requirements and cost. The Devils Slide Cement Plant has the thermal capacity to consume up to 70,000 tons per year of an engineered fuel made from solid waste and recycling rejects.

Mr. Rich reported on his upcoming presentation with Monica Sowders (of GeoCycle) at the Renewable Energy from Waste Conference on October 2-4, 2017 in Fort Myers, Florida. They will discuss developing domestic refuse-derived fuel processing systems. Mr. Rich will present the concepts that were developed in the update of the solid waste management plan. A conference flyer is attached, for your consideration.

Mr. Rich announced the South Davis Sewer District had joined the Davis Goes Green education outreach program along with Wasatch Integrated Waste Management District and Weber Basin Water District. Through the program, students in Davis and Morgan Counties can take advantage of educational information and tours. The program is a great way for the District to fulfill the education component of our mission.

The office of the Legislative Auditor General recently completed a report to the Utah Legislature, A Review of Best Practices for Internal Control of Limited Purpose Entities. Wasatch has always taken its responsibility as a public entity seriously and continues to make every effort to comply with applicable regulations. In response to this report, Keddington and Christensen, CPAs, was retained to perform a review of District practices to determine if the District is meeting the Legislative Auditor's recommendations and to provide recommendations regarding improvements to internal controls. The results will be presented to the board in the November board meeting. Each of you should have received an email from Steve Rowley regarding this review. Mr. Rich encouraged board members to respond with any comments or concerns.

In response to HB 116 which was passed this past legislative session, the State Division of Waste Management and Radiation Control (DWMRC) held a series of meetings and proposed a new fee structure. Wasatch has been an active participant with a broad coalition of entities which provided a recommendation to the DWMRC. The DWMRC has now proposed a new fee schedule which ignores those recommendation and would increase the fees Wasatch pays to the Division from \$30,000 to \$64,000 annually while providing a fee reduction to the ECDC landfill of more than \$700,000 annually by charging the same fee for industrial waste being delivered from out of state. Wasatch and the coalition intend to provide comment during the public comment period. A copy of the coalition letter which was shared with the DWMRC was provided to board members.

Twelve district employees recently completed a two-day Arbinger Open Mindset Workshop. The training was well received and staff is looking at ways to keep the ideas current and implement into our workplace. Mr. Rich provided each of the board members with the book Leadership and Self-Deception and encouraged reading and sharing it.

The Utah Association of Special Districts Annual Convention is scheduled for November 1-3, 2017 at the Davis Conference Center in Layton, Utah. This convention provides excellent training for board members of Special Districts. Board members were asked to contact Juli if they are interested in attending. A copy of the agenda was provided to board members.

Committee Meetings were last held on August 29th and 30th, 2017. Committee meetings are next scheduled for September 26th and 27th, 2017.

At the landfill, implementation of the ten-dollar uncovered/unsecured fee has resulted in a substantial improvement in the number of customers arriving with properly secured loads. The follow is a summary of the number of unsecured load charges since the program has been strictly enforced; In June 915 unsecured loads were charged, in July 437 unsecured loads were charged, and in August 98 unsecured loads were charged.

Implementation of the \$25 minimum out-of-District fee on August 1st also appears to be providing the intended results. Total visits to the landfill have been reduced by approximately 20 percent, since March, which is a larger decrease than expected.

While implementation of these two policies has been successful operationally, it has taken a toll on our scale personnel. There have been a lot of complaints regarding the charges. Planned implementation of customer service training should help to provide scale personnel with additional tools to use to prevent difficult interactions from becoming personal and also to improve the experience of patrons.

In spite of continued efforts to moderate improvement, odors from the landfill continue to spark regular complaints from some residents, particularly in the Cedar Bench subdivision of South Weber. As discussed in the last board meeting, staff is creating a task force which will include members of the community and city to meet on a regular basis to discuss issues and accept input.

In consultation with the Chair of the Administrative Control Board Mr. Rich authorized the acceptance of green waste, at no cost, from a tree removal project in Layton. The project was a neighborhood response to the death of a young girl in her backyard from a limb falling from a neighbor's tree.

Financial Report

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

Mr. Van De Graff presented disbursements for June, July, and August 2017. Disbursements for the months of for June, July, and August totaled \$1,471,381.75. Checks over \$10,000, for the months of for June, July, and August totaled \$983,527.96.

In response to a question, Mr. Van De Graff said that GBB has been paid approximately \$120,000 for updating the Solid Waste Management Plan. The contract and purchase order are now closed. GBB has been retained, in a minor role, throughout the regarding transfer station design project.

Also, a contract was executed with RRT for approximately \$500,000, which is a reasonable engineering cost for a \$3-5 million project.

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 June 30, 2017. He reported that operating revenues were at 100 percent and operating expenses were at 96 percent of the budgeted amount.

Resolutions

Chairman Stevenson presented Resolution 17-12, Approving Sale of Surplus Property, to the board for approval.

Upon motion duly made and seconded, Resolution 17-12 was approved. Voting on said motion was unanimous.

Other Business

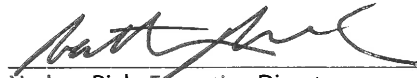
There was no additional business.

Adjournment

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:18 p.m. Voting in favor of said motion was unanimous.



Mayor Bob Stevenson, Board Chair



Nathan Rich, Executive Director