WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held May 1, 2019 at 5:00 p.m. at 1997 East 3500 North, Layton, Utah 84040.

Conducting: Board Chair, Commissioner Bob Stevenson

ADMINISTRATIVE CONTROL BOARD PRESENT:

Board Chair, Commissioner Bob Stevenson, Davis County  
Secretary, Council Member James Bruhn, West Bountiful  
Mayor Clark Wilkinson, Centerville  
Council Member Vern Phipps, Clearfield  
Mayor Mitch Adams, Clinton  
Commissioner Randy Elliott, Davis County  
Commissioner Lorene Kamalu, Davis County  
Mayor Jim Talbot, Farmington  
Mayor John Pohlman, Fruit Heights

Mayor Katie Witt, Kaysville  
Mayor Scott Freitag, Layton  
Council Member Tony London, Morgan  
Mayor Len Arave, North Salt Lake  
Mayor Jo Sjoblom, South Weber  
Mayor Howard Madsen, Sunset  
Mayor Erik Craythorne, West Point  
Council Member Wally Larrabee, Woods Cross

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Vice Chair, Mayor Mike Gailey, Syracuse  
Council Member Mike Newton, Morgan County

STAFF PRESENT:

Nathan Rich, Executive Director  
Adam Hacker, Accounting Manager  
Preston Lee, Landfill Manager  
Todd Quinley, Purchasing Manager  
Chad Staples, Project Manager  
Juli McIntosh, Recorder

VISITORS:

Larry Jenkins, Kirton McConkie  
Ryan Bjerke, Chapman and Cutler  
Jon Bronson, Zions Bank Public Finance

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 April 25, 2019. 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 April 25, 2019.
Welcome

Board Chair, Commissioner Bob Stevenson welcomed board members, staff, and visitors to the meeting.

Minutes Approval

Chairman Stevenson presented minutes of the February 6, 2019 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the February 6, 2019 board meetings were approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, Mayor Erik Craythorne, and Council Member Wally Larrabee voted yea.

Public Comment Period

There was no public comment.

Zion’s Bank Presentation

Mr. Jon Bronson, Zions Bank, reviewed the Solid Waste Management Revenue Bonds, Series 2019, recently issued to the District for capital improvements, including a mixed waste recycling facility and transfer facility, at the site of the former waste to energy facility.

He reviewed principal due dates, which are due annually on the first day of March, the first being due on March 1, 2020. He also reviewed the true interest cost of the bonds at 3.243 percent, the Call Features, which stipulate that bonds maturing on or after March 1, 2029 will be subject to optional redemption on or after that date, the relatively low bond interest rate, 2019 comparables, the Municipal Market Data Index, the Debt Service Schedule, the difference between coupon rates and yield rates (bond buyers will pay future interest at the time of purchase to protect themselves from future interest rate increases), and the primary reasons for the excellent bond rating of AA Stable (the strong area tax base, affordable rates, low industry risk, and good operational management).

Mr. Bronson finished his presentation by thanking the board for allowing him to be part of this process.

Mr. Nathan Rich, Executive Director, thanked Mr. Bronson for the excellent work completed on behalf of the District.

Chapman and Cutler Presentation

Mr. Ryan Bjerke, Chapman and Cutler, discussed the Bond Compliance Policy, which details the District’s legal responsibilities regarding the newly issued bonds. He discussed tax law, including, tax filing requirements, that the District may not earn more on the bonds than they pay, and that the bonds are for the public benefit. He said that Zions Bank and Chapman and Cutler are available to assist the District, as necessary.

Open and Public Meetings Training

Larry Jenkins, Kirton McConkie, provided annual Open and Public Meetings Training to board members in attendance. He discussed the definition of an Open Meeting (not a chance or social meeting), committee meetings, which are not open because a quorum is not present and no action is taken, notice requirements, the public’s rights and restrictions, closed meetings, electronic meetings, and the recording of minutes, both written record and recorded media.

Director’s Report

Mr. Rich presented the Director’s Update to board members. He said that construction of the receiving building and transfer station, awarded to Stout Construction of Bountiful, Utah, is
proceeding well within budget but has suffered some schedule setbacks as a result of the above average winter and wet spring conditions. However, the project’s overall quality and appearance are good.

Valley Design & Construction and CP Group have been selected as the highest ranked proposer for construction of the Mixed Waste Processing Facility. Final project equipment and building configuration have been completed and final edits made to the design-build contract which will have a stipulated sum of $13,942,600 and a substantial completion date in the first quarter of 2020.

Seven proposals were received for construction of the Education Center and Employee Facilities and are currently being evaluated. The project design-bid-build project will be awarded within the next two weeks and should be complete before the end of the year and well within budget. The main floor of the building contains offices, locker rooms, and a break room, and the second floor will function as a large open area for tours and training. The second floor will have windows overlooking the transfer station floor and will also connect to a second level walkway into the mixed waste processing facility for tours. Mr. Rich attached architectural renderings to the update, which show how the building will fit into the overall project.

Installation and start-up of the new backup Landfill Gas Flare is complete and operating. The new flare is taking pressure off of the 18 year old flare and will increase reliability of landfill gas collection and odor control systems. Hill Air Force Base is not currently taking landfill gas due to failure of an electrical transformer. It may be a month or longer before they are able to resume generation.

Compost and mulch sales are down presumably due to the reduced number of out-of-district customers. Operations has requested that we wait to implement any sort of inventory reduction policy until mid to late summer when demand for product lessens.

Committee Meetings were last held on April 23 and 24, 2019. Committee meetings are next scheduled for May 28 and 29, 2019.

Mr. Rich attached Operational Reports for January, February, and March 2019 to the update for board review. The following summarizes key operational District Wide Waste Acceptance: January, 17,794 tons, February, 14,260 tons, and March, 19,946 tons.

Total waste delivered to the District during the first quarter of 2019 is trending on par with waste receipts during the same period in 2018. Green waste and construction and demolition waste appear to be trending lower while out of district waste is trending slightly higher. Mr. Rich provided a chart displaying primary waste streams over a 37 month period.

Public Hearing (6:00 p.m.)

Chairman Stevenson opened a public hearing to allow comment on the mattress and box springs recycling fee.

He explained that the fee was $150.00 per ton or $5.00 per piece, which will cover costs associated with shredding the items for use as an alternative fuel.

There was no public comment and the public hearing was closed.

Resolutions

Chairman Stevenson presented Resolution 19-08 Approving a Mattress Recycling Fee.

Upon motion duly made and seconded, Resolution 19-08 Approving a Mattress Recycling Fee was approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, Mayor Erik Craythorne, and Council Member Wally Larrabee voted yea.
Chairman Stevenson presented Resolution 19-13 Endorsing Nathan Rich as Regional Director of Region Two of the Solid Waste Association of North America.

Upon motion duly made and seconded, Resolution 19-13 Endorsing Nathan Rich as Regional Director of Region Two of the Solid Waste Association of North America was approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Katie Witt, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, Mayor Erik Craythorne, and Council Member Wally Larrabee voted yea.

Financial Report

Mr. Rich gave the financial report, including the Disbursement Review, which included checks from January 1, 2019 through March 31, 2019. Checks over $10,000 represented 85 percent of disbursements, totaling $2,355,907.40. Disbursements totaled $2,761,987.77.

Upon motion duly made and seconded, disbursements were approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member Wally Larrabee voted yea.

Mr. Rich presented financial statements and credit card receipts through March 2019. There were no questions.

In response to a staff question, board members agreed that it is helpful to receive the disbursement review in both check number and high dollar order.

Resolutions, continued

Chairman Stevenson presented Resolution 19-09 Ratifying Carbon Credit Purchase and Sale Agreement.

Upon motion duly made and seconded, Resolution 19-09 Ratifying Carbon Credit Purchase and Sale Agreement was approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member Wally Larrabee voted yea.


Upon motion duly made and seconded, Resolution 19-10 Adopting a Tentative Budget for the Year Ended June 30, 2020 was approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member Wally Larrabee voted yea.


Upon motion duly made and seconded, Resolution 19-11 Authorizing a Contract for Construction of a Mixed Waste Processing Facility was approved. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member Wally Larrabee voted yea. Mayor Mitch Adams voted nay.
Chairman Stevenson presented Resolution 19-12 Authorizing a Contract for Construction of an Education and Employee Facility.

Upon motion duly made and seconded, Resolution 19-12 Authorizing a Contract for Construction of an Education and Employee Facility was approved. Voting in favor of said motion was unanimous. Chairman Stevenson, Secretary, Council Member James Bruhn, Council Member Vern Phipps, Mayor Mitch Adams, Mayor Clark Wilkinson, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Mayor Jim Talbot, Mayor John Pohlman, Mayor Scott Freitag, Council Member Tony London, Mayor Len Arave, Mayor Jo Sjoblom, Mayor Howard Madsen, and Council Member Wally Larrabee voted yea.

General Business

Chairman Stevenson stated that the county was in the process of amending a county ordinance to change the definition of solid waste landfill to include the sale of reclaimed and recycled materials. This will remove any ambiguity about the thrift store being commercial use.

Mayor Adams promised to make every effort to be positive and supportive of the new mixed waste processing facility.

Adjournment

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.

[Signatures]
Commissioner Bob Stevenson, Board Chair
Nathan Rich, Executive Director