



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held June 1, 2022 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.

Conducting: Board Chair, Commissioner Bob Stevenson

ADMINISTRATIVE CONTROL BOARD PRESENT:

Chair, Commissioner Bob Stevenson, Davis County
Board Vice-Chair, Mayor Joy Petro, Layton
Secretary, Mayor Clark Wilkinson, Centerville
Council Member Tim Roper, Clearfield
Commissioner Lorene Kamalu, Davis County
Member Tony London, Morgan
Commissioner Mike Newton, Morgan County

Mayor Brian Horrocks, North Salt Lake
Mayor Rod Westbroek, South Weber
Council Member Jordan Savage, Syracuse
Council Member James Bruhn, West Bountiful
Mayor Brian Vincent, West Point
Council Member Wally Larrabee, Woods Cross

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Mayor Brandon Stanger, Clinton
Commissioner Randy Elliott, Davis County
Mayor Brett Anderson, Farmington

Mayor John Pohlman, Fruit Heights
Mayor Tami Tran, Kaysville
Council Member Chad Bangerter, Sunset

STAFF PRESENT:

Nathan Rich, Executive Director
Adam Hacker, Accounting Manager
Preston Lee, Operations Manager
Todd Quinley, Purchasing Manager
Jesse Simonsen, Landfill Manager
Chad Staples, MRF Superintendent
Dan Ramos, Safety Superintendant
Juli McIntosh, Clerk

VISITORS:

Larry Jenkins, Kirton McConkie

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, 2022. 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, 2022.

Welcome

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

Minutes Approval

Chairman Stevenson presented minutes of the May 4, 2022 board meeting to the board for approval.

Upon motion duly made and seconded, minutes for the May 4, 2022 board meeting were approved. Chairman Stevenson, Vice-Chair Mayor Joy Petro, Secretary Mayor Clark Wilkinson, Council Member Tim Roper, Commissioner Lorene Kamalu, Council Member Tony London, Commissioner Mike Newton, Mayor Brian Horrocks, Mayor Rod Westbroek, Council Member Jordan Savage, Council Member James Bruhn, Mayor Brian Vincent, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Public Comment Period

There was no public comment.

Financial Report

Mr. Adam Hacker presented the financial report and Disbursement Review through April 30, 2022. Checks over \$5,000 represented 91 percent of disbursements and totaled \$1,227,794.69. Disbursements totaled \$1,354,787.21 overall.

Upon motion duly made and seconded, disbursements were approved. Chairman Stevenson, Vice-Chair Mayor Joy Petro, Secretary Mayor Clark Wilkinson, Council Member Tim Roper, Commissioner Lorene Kamalu, Council Member Tony London, Commissioner Mike Newton, Mayor Brian Horrocks, Mayor Rod Westbroek, Council Member Jordan Savage, Council Member James Bruhn, Mayor Brian Vincent, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Mr. Hacker presented the Fraud Risk Assessment, which is a checklist of questions designed to minimize a public entity's risk of internal fraud and required by the State Auditor's Office to be presented to the board annually. The District scored 335 out of a possible 395, which is categorized as Low Risk.

Director's Update

Mr. Rich reported on a fire at the landfill a few weeks ago, explaining that it is unusual to discover the source of any landfill fire. He said that the Layton Fire Department responded quickly, as did Preston Lee, Jesse Simonsen, Lance Flint, and Justin Cole, who Mr. Rich thanked for their prompt efforts. Mr. Dan Ramos, Safety Superintendent, will update the landfill map for the Layton Fire Department. Additionally, staff is considering installation of the Fire Rover system at the landfill, which, while not offering any type of fires suppression equipment, should improve response time.

Mr. Rich discussed Resolution 22-11 which proposes increases fees charged by the District for services provided. Staff has recommended the following fee changes;

	Current Fee	Proposed Fee
Small Load Flat Fee	\$5 per load	\$10 per load
Standard Certificate of Destruction	\$30 minimum	\$40 minimum
Mattress Recycling Fee	\$10 per piece	\$15 per piece

The proposed rate increases were advertised as required and an opportunity for comments on the proposed rate changes will be provided at the public hearing scheduled at 6:00 p.m. this evening.

Board members discussed the rate increases, with most agreeing that the time is right, especially considering that the \$5 flat fee has not changed since 2001. Additionally, the mattress fee is a pass-through cost, paid to the recycler.

A few board members suggested that there should be more notice when raising fees or that a 100 percent increase is excessive, but others commented that a few will balk at any increase no matter when it is implemented, that possibly smaller fees should be increased more often, and it is particularly important to remain comparable with surrounding waste disposal entities.

Many board members sit on other boards who have also found it necessary to increase fees. Overall, the board agreed that the increase was not excessive or out of line with other area fees.

Mr. Rich discussed the Advisory Committee Schedule, which include the following meetings:

June 15 Advisory Committee Kickoff (noon)

Deliverables: PowerPoint presentation and PDF with outlined Schedule and Scope for the Scenarios Analysis

June 30 Online Survey Analysis/Results to client, Deliverables: Report & PowerPoint

July 27 Progress meeting with Advisory Committee (noon), Deliverables: PowerPoint presentation

August 24 Progress meeting with Advisory Committee (noon), Deliverables: PowerPoint presentation

September 21 Progress meeting with Advisory Committee (noon) in person, Harvey Gershman & Chris Lund, Deliverables: Plan 90% complete

October 19 Advisory Committee Approval of Final Plan (noon), Deliverables: Final Plan and Supporting Fact Sheets

November 2 Administrative Control Board Meeting, Presentation of Final Plan in person, Harvey Gershman & Chris Lund, Deliverables: Final Plan and PowerPoint presentation

Wasatch has hired Kleinfelder Engineering to assist in writing an RFP for the continued beneficial use of landfill gas generated by waste decomposing in the Davis Landfill. The District's current 20 year contract with HAFB and Ameresco expires on January 13, 2026. Beginning the planning now will provide ample time for completion of an updated project prior to contract expiration.

Committee meetings are next scheduled for June 28 and 29, 2022.

BHI, Vernal, has resumed work on construction of the Stage C Final Cover and Phase IV Liner projects at the Davis Landfill. The Stage C Final Cover Project is now completed and installation of liner in the Phase IV Cell Project is currently underway. The project is expected to be completed within budget and alternate plans have been made for landfill operations as we now expect final project completion by the end of June 2022. The Phase IV liner adds approximately 2.5 million tons of capacity to the landfill

Mr. Rich provided Operational Reports for April 2022 and charts of waste streams delivered over a 49 month period.

Mr. Rich said that there has been no push back from customers regarding the increased mattress recycling fees.

Public Hearing (6:00 p.m.)

Chairman Stevenson opened a public hearing to allow public comment on the Tentative Budget for Fiscal Year Ended June 30, 2023 and Rate Increases.

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

Resolutions

Chairman Stevenson presented Resolution 22-10, Adopting a Final Budget for the Fiscal Year Ended June 30, 2023 to the board for approval.

Upon motion duly made and seconded, Resolution 22-10 Adopting a Final Budget for the Fiscal Year Ended June 30, 2023 was approved. Chairman Stevenson, Vice-Chair Mayor Joy Petro, Secretary Mayor Clark Wilkinson, Council Member Tim Roper, Commissioner Lorene Kamalu, Council Member Tony London, Commissioner Mike Newton, Mayor Brian Horrocks, Mayor Rod Westbroek, Council Member Jordan Savage, Council Member James Bruhn, Mayor Brian Vincent, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Chairman Stevenson presented Resolution 22-11, Amending Title 4 of the District Code-Fees to the board for approval.

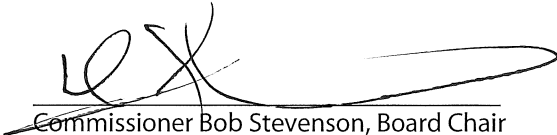
Upon motion duly made and seconded, Resolution 22-11 Amending Title 4 of the District Code-Fees was approved. Chairman Stevenson, Vice-Chair Mayor Joy Petro, Secretary Mayor Clark Wilkinson, Council Member Tim Roper, Commissioner Lorene Kamalu, Council Member Tony London, Commissioner Mike Newton, Mayor Brian Horrocks, Mayor Rod Westbroek, Council Member Jordan Savage, Council Member James Bruhn, Mayor Brian Vincent, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

General Business

There was no additional business for discussion.

Adjournment

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:07 p.m. Voting in favor of said motion was unanimous.


Commissioner Bob Stevenson, Board Chair


Nathan Rich, Executive Director