



WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

Minutes of the meeting of the Administrative Control Board of Wasatch Integrated Waste Management District held November 6, 2024 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, Mayor Joy Petro

ADMINISTRATIVE CONTROL BOARD PRESENT:

Chair, Mayor Joy Petro, Layton
Board Vice-Chair, Mayor Clark Wilkinson, Centerville
Secretary, Mayor Brian Vincent, West Point
Council Member Nike Peterson, Clearfield
Mayor Brandon Stanger, Clinton
Commissioner Randy Elliott, Davis County (online)
Commissioner Lorene Kamalu, Davis County
Commissioner Bob Stevenson, Davis County
Mayor Brett Anderson, Farmington

Mayor John Pohlman, Fruit Heights
Mayor Tami Tran, Kaysville
Council Member Tony London, Morgan
Commissioner Mike Newton, Morgan County
Mayor Rod Westbroek, South Weber
Council Member Nakisha Rigley, Sunset
Council Member Jordan Savage, Syracuse
Mayor Ken Romney, West Bountiful
Council Member Wally Larrabee, Woods Cross

ADMINISTRATIVE CONTROL BOARD MEMBERS EXCUSED FROM ATTENDING:

Mayor Brian Horrocks, North Salt Lake

STAFF PRESENT:

Nathan Rich, Executive Director
Adam Hacker, Accounting Manager
Armando Castanon, MRF Production Foreman
Emily De Hermida, Resue Center Assistant
Penny Hobbs, HR Generalist
Jackie King, MRF Operations Foreman
Preston Lee, Operations Manager
Todd Quinley, Purchasing Manager
Dan Ramos, Safety Superintendent
Chad Staples, MRF Manager
Paul Thoe, Maintenance Foreman
Melissa Thornley, Reuse Center Supervisor
Collette West, Sustainability Specialist
Juli McIntosh, Clerk/Recorder

VISITORS:

Cherie Anderson, Intermountain Regional Landfill
Dale Hawkins, Layton City Resident
Larry Jenkins, Kirton McConkie
Stevie Norcross, Utah Division of Waste Management and Radiation Control
Nicolas Szabo, Utah Department of Health and Human Services (online)

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 1, 2024. 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 1, 2024.

Welcome

Board Chair, Mayor Joy Petro, welcomed board members, staff, and visitors to the meeting.

Minutes Approval

Chairman Petro presented minutes of the September 4, 2024 board meetings to the board for approval.

Upon motion duly made and seconded, minutes for the September 4, 2024 board meeting was approved. Chairman Petro, Vice Chair, Mayor Clark Wilkinson, Secretary Mayor Brian Vincent, Council Member Nike Peterson, Mayor Brandon Stanger, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Brett Anderson, Mayor John Pohlman, Mayor Tami Tran, Commissioner Mike Newton, Mayor Rod Westbrook, Council Member Nakisha Rigley, Council Member Jordan Savage, Mayor Ken Romney, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Public Comment Period

Mr. Dale Hawkins, Layton City resident, voiced his dissatisfaction with rules associated with the Household Hazardous Waste Drop Off, particularly the long-standing policy to not allow customers to remove items from the drop off counter before they are evaluated. He also expressed his incredulity regarding how the rules are enforced, focusing on employees' behavior, stating that he had been, "threatened", that employees think, "they have to control the public". He named one employee in particular that he said was the, "personification of lords and ladies", treating customers like, "serfs". He accused employees of committing "fraud" and of being "unethical". He asked that board members "encourage good behavior".

Commissioner Bob Stevenson asked him why the District would allow someone to take any item left at the Household Hazardous Waste Drop Off prior to evaluation of the item.

Chairman Petro informed Mr. Hawkins that the District is responsible for ensuring the items dropped off at the Household Hazardous Waste Facility are screened and not a danger to the public. She said his comments would be taken into consideration by the board.

MRF Upgrade Report

Mr. Chad Staples, MRF Manager, presented a report to the board regarding recent upgrades to the Material Recovery Facility. He presented a video of the project as it progressed, from start to finish. He explained the improvements and operation of the equipment, including:

- Collaboration with CP to improve recycling process
 - Power provided to existing baler and feed line
 - Recycling trucks fed directly into the baler
- Achievements in bailing
 - Produced 1150 bales over 13 days
 - Resulted in approximately 680 tons of material processed
- Increase in cardboard production
 - Average prior to installation: 280 tons
 - October production: 665 tons (137% increase)

He said that installation of the new Old Corrugated Cardboard (OCC) screen was completed within budget. Installation took place over a period of 14 days; a remarkable effort by CP Group, their subcontractors, and the Wasatch team. The new screen and baler are working well and are substantially improving the recovery of cardboard from the comingled recycling stream. The project was completed within budget at a total project cost of \$3,067,625.

Recycling in Utah Report

Mr. Rich introduced Dr. Stevie Norcross, Assistant Director of the Division of Waste Management and Radiation Control. He said that Dr. Norcross' focus is on understanding waste streams and recycling rates in Utah.

Dr. Norcross explained the Division's goals, which include:

- Goals of the agency
 - Collect statewide recycling data
 - Share data with the public
- Importance of Recycling
 - Protects natural resources and reduces pollution
 - Creates jobs (1.17 jobs per 1,000 to 900 materials recycled)

She explained the importance of data collection and reporting.

- Modernization of solid waste and recycling data collection
 - Project started in 2021 with a grant application
 - Goal to streamline data collection and sharing
- Development of an online portal
 - Allows entities to input data directly
 - Facilitates aggregation of data across facilities in Utah
- Previous reporting challenges
 - Annual reports were in PDF format and difficult to compile
 - New system improves data accuracy and reporting efficiency

She reviewed recycling statistics for 2023.

- 3.6 million tons of municipal solid waste generated in Utah
 - 197,000 tons recycled, representing five percent of total waste generated
- Material loss primarily at consumer level
 - 94 percent lost to trash in homes and businesses
 - One percent lost at recycling facilities

Finally, she discussed the challenges and opportunities available regarding recycling.

- Need to increase recycling confidence and participation
 - Misinformation about recycling processes
 - Lack of access to recycling options
- Recycling facilities recycle 93 percent of the material received
 - Opportunity to improve recycling rates and job support
 - Doubling recycling rates could support 460 jobs in Utah

She ended her presentation by saying that we want our recyclables to head off to a new life, not a landfill.

Fiscal Year 2024 Audit Presentation

Mr. Steven Rowley presented the Fiscal Year 2024 Audit Report to the board. He discussed the following:

Audit Procedures and Responsibilities

- Basis for opinions includes adherence to professional standards.
 - Auditors must plan and perform audits according to generally accepted auditing standards
- Responsibilities of auditors
 - Exercise professional skepticism and judgment
 - Corroborate information with sufficient audit evidence
- Required supplementary information (RSI) provides contextual information
 - Includes management discussion and analysis and pension schedules

Mr. Rowley reviewed Government Auditing Standards:

- Internal controls over financial reporting assessed during the audit.
 - Processes ensure accuracy of financial data.
 - Reported no material weaknesses in internal controls.
- Compliance with laws, rules, and regulations evaluated.

He said that no instances of non-compliance were reported under for Wasatch Integrated. Additionally, there were no findings or material issues identified.

Financial Report

Mr. Hacker presented Financial Statements through September 30, 2024, including the balance sheet, statement of revenues (\$5.6 million), expenses (\$5.1 million), and changes in net position. Net revenue is at \$735,000. Mr. Hacker also review of the capital budget.

Mr. Hacker reported that current assets which are at \$22.3 million, total non-current assets at \$63 million, and total liabilities at \$26.8 million.

Mr. Hacker reviewed the Disbursement Report for July 1, 2024 through September 30, 2024.

Upon motion duly made and seconded, disbursements were approved. Chairman Petro, Vice Chair, Mayor Clark Wilkinson, Secretary Mayor Brian Vincent, Council Member Nike Peterson, Mayor Brandon Stanger, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Brett Anderson, Mayor John Pohlman, Mayor Tami Tran, Commissioner Mike Newton, Mayor Rod Westbroek, Council Member Nakisha Rigley, Council Member Jordan Savage, Mayor Ken Romney, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

In response to a question, Mr. Rich explained that the balance sheet shows cash held at Wells Fargo as well as revenue funds held at the PTIF. The District makes every effort to keep the total amount held at Wells Fargo under \$1 million.

Director's Update

Mr. Rich reported that District Staff and Board Member recently attended WASTECON 2024 in Grapevine, Texas. The technical sessions were informative and it was a great team building experience.

The District turns 40 on September 24, 2024. In celebration of 40 years of outstanding service to the community, Wasatch will host an open house with tours of the newly upgraded Material Recovery Facility on November 15, 2024. Mr. Rich invited board members and all interested parties to come and celebrate.

City councils last toured District facilities in 2020 with the completion of the Material Recovery Facility. Mr. Rich encouraged board members to invite councils, mayors, and staff to tour the facility again during the coming year. He said that it is particularly important as the board and staff consider decisions regarding cities' solid waste and recycling programs.

The Recycling Partnership is finalizing the grant agreement. Mr. Rich reminded board members that if cities would like to take advantage of this first grant, \$15 per cart, staff will need each city to confirm its intent to move forward with a program that will roll out prior to September 30, 2025 in order to keep those funds available. It may be possible to receive grant money for programs that roll out later, but the District will need to reapply on behalf of those cities.

The Closed Loop Partnership will provide below market loans for the purchase carts for recycling by member cities. Mr. Rich attached a presentation from the Closed Loop Partnership to the update. If cities are interested, they would need to let staff know. Staff can help with the process.

The EPA has announced a second round of funding for the SWIFR and REO grants. The SWIFR for Communities Grant is designed to help political subdivisions of states and territories implement projects that will improve or transform their post-consumer materials management infrastructure. The funded projects will decrease the generation of Municipal Solid Waste (MSW), increase the

diversion of waste materials away from landfills and incineration, achieve a circular economy, reduce greenhouse gas emissions, and ultimately create cleaner, resilient, and healthier communities. While Wasatch is likely not a good candidate for the REO grant, the District currently has several projects that are good candidates for funding under the SWIFR grant. Jacobs Engineering Group has been retained to assist us in evaluating the opportunities and preparing a grant application. Mr. Rich attached a summary memo from Jacobs Engineering for the board's information. Grant applications are due in December of 2024.

The District's five-year contract with WM for disposal of transferred waste at the Tekoi Landfill ends in April 2025. While WM is interested in a one year extension of the existing contract, they are not interested in making a longer-term commitment to the relationship. At the same time, we know that our additional tonnage will help control long-term operating costs at the Bayview Landfill. Without our waste coming in this year, Bayview will need to raise tipping fees by about two dollars per ton. Bayview is willing to invest in a tipper, trucks, and two employees to handle Wasatch waste.

In response to a question, Mr. Rich said that he and Mr. Larry Jenkins have discussed options for charging more or otherwise restricting out of district waste disposal at the landfill. He said that he would be bringing proposals to the next board meeting after discussion at committee meetings.

Mr. Rich said that the District's most recent financial assurance calculations contemplate 17 years of life left in the landfill.

In response to another question, Mr. Rich said that recycling diversion incentives will appear on the next financial report.

Resolutions

Chairman Petro presented Resolution 24-19, Appointing Board Officers for 2025.

Mayor Ken Romney reported on behalf of the Nominating Committee. Mayor Romney said that the committee is recommending Mayor Clark Wilkinson serve as Board Chair, Mayor Brian Vincent serve as Vice Chair, and Commissioner Mike Newton serve as Secretary.

Mr. Rich thanked the nominating committee, noting that Mayor John Pohlman had also offered to serve as Secretary, but due to his remaining short tenure on the board agreed that Commissioner Newton was a good choice.

Upon motion duly made and seconded, Resolution 24-19, Appointing Board Officers for 2025 was approved. Chairman Petro, Vice Chair, Mayor Clark Wilkinson, Secretary Mayor Brian Vincent, Council Member Nike Peterson, Mayor Brandon Stanger, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Brett Anderson, Mayor John Pohlman, Mayor Tami Tran, Commissioner Mike Newton, Mayor Rod Westbroek, Council Member Nakisha Rigley, Council Member Jordan Savage, Mayor Ken Romney, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Chairman Petro presented Resolution 24-20, Setting a Meeting Schedule for 2025.

The board will hold meetings on the first Wednesday of February, May, June, September, and November in 2025.

Upon motion duly made and seconded, Resolution 24-20, Setting a Meeting Schedule for 2025 was approved. Chairman Petro, Vice Chair, Mayor Clark Wilkinson, Secretary Mayor Brian Vincent, Council Member Nike Peterson, Mayor Brandon Stanger, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Brett Anderson, Mayor John Pohlman, Mayor Tami Tran, Commissioner Mike Newton, Mayor Rod Westbroek, Council Member Nakisha Rigley, Council Member Jordan Savage, Mayor Ken Romney, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

Chairman Petro presented Resolution 24-21, Disposal of Surplus Personal Property.

Mr. Rich explained that the District is selling a conveyor originally purchased for the shredder belonging to Geocycle. This shredder was used for shredding mattresses for use as alternate fuel at

Geocycle's cement plant in Croyden. Geocycle determined fairly quickly that fuel via mattress shredding was not economically worth it. Wasatch has stored their shredder for quite some time and it was finally picked up today. Geocycle made an extremely low offer to purchase the surplus conveyor but it is worth more and Mr. Rich would like to wait for a better offer.

Upon motion duly made and seconded, Resolution 24-21, Disposal of Surplus Property was approved. Chairman Petro, Vice Chair, Mayor Clark Wilkinson, Secretary Mayor Brian Vincent, Council Member Nike Peterson, Mayor Brandon Stanger, Commissioner Randy Elliott, Commissioner Lorene Kamalu, Commissioner Bob Stevenson, Mayor Brett Anderson, Mayor John Pohlman, Mayor Tami Tran, Commissioner Mike Newton, Mayor Rod Westbroek, Council Member Nakisha Rigley, Council Member Jordan Savage, Mayor Ken Romney, and Council Member Wally Larrabee voted yea. Voting in favor of said motion was unanimous.

General Business

Mr. Rich again reminded board members of Wasatch's 40th Anniversary Open House on November 15, 2024 from noon to 4:00 p.m. and encouraged them to invite anyone interested in seeing the facility and celebrating with us.

The Christmas Party will be held on December 21, 2024 at the Timbermine Restaurant.

Chairman Petro reminded board members to wear ugly Christmas sweaters.

Adjournment

Upon motion duly made and seconded, the Administrative Control Board meeting was adjourned at 6:29 p.m. Voting in favor of said motion was unanimous.



Mayor Clark Wilkinson, Board Chair



Nathan Rich, Executive Director