NOTICE OF REGULAR MEETING

SOLID WASTE SPECIAL SERVICE DISTRICT #1

DBA Canyonlands Solid Waste Authority

Wednesday, April 24, 2024, at 4:00 P.M.

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new administrative building as the Anchor Location. The new administrative building is located at 2295 S. Highway 191, (gray building behind the gate on the right) Moab, UT 84532. Electronic participation is available via Zoom Meeting at: https://us02web.zoom.us/j/84857338317?pwd=bnQ5K1ViZ3crbEN1UkR0N3NBemh3dz09 Meeting ID: 848 5733 8317 Passcode: 245919

The public is invited and encouraged to view this meeting, which will be streamed live on YouTube: https://www.youtube.com/channel/UCQvZRosmlr80RZPUW-fkJ2A (SEARCH YOUTUBE FOR "Canyonlands Solid Waste Authority"). Meeting packets are made publicly available for download prior to commencing each publicly noticed meeting at https://swssd1.org/board-meetings-and-financials/2024-agendas-and-minutes/

REGULAR MEETING - CALL TO ORDER (4:00 P.M.)

CITIZEN'S INPUT*

APPROVAL OF MEETING MINUTES

A. ***Action Item:*** Review and Approval of April 24, 2024, Regular Meeting Minutes

TREASURER/FINANCIAL

B. ***Action Item:*** Review and Approve April and May 2024 financials.

REPORTS FROM BOARD AND STAFF

C. Staff Reports
   a. Mike Kenerley
   b. Chris Scovill
   c. Lily Houghton
   d. Jessica Thacker
   e. Nick Lundburg

D. Board Reports

OLD BUSINESS

E. ***Possible Action Item:*** Vote for special population service discount.

F. ***Possible Action Item:*** PTIF Public Entity Resolution to amend authorize PTIF account users

NEW BUSINESS

G. ***Action Item:*** Election of Board Officers – open VP seat

H. ***Action Item:*** Capitol purchase of chassis for Roll-off truck

I. ***Action Item:*** Review 2023 and 2024 Fraud Risk Assessment

J. ***Discussion/Action Item:*** Enforcement of Grand County Resolution 3230

K. ***Discussion/Action Item***: Review and accept proposed Interlocal Agreement with the City of Moab

L. ***Discussion Item***: Executive Director as signer on SWSSD1 bank accounts

FUTURE CONSIDERATIONS

M. Next ACB meeting is scheduled for Wednesday, July 17, 2024

ADJOURNMENT

N. Meeting Adjourned

***NOTE**: Public comments for the meeting record can be received in one of three ways. Please email swssd1@swssd1.org with the subject line "SWSSD1 Public Comment" by 2:00 P.M. on Wednesday June 17, 2024, if you would like your comments to be heard as part of the Regular Meeting. Written comments are limited to 400 words. Alternatively, members of the public may attend the meeting in person at 2295 South Highway 191, Moab, UT 84532 or may attend virtually via the Zoom weblink during the Citizen's Input section of the Regular Meeting at 4:00 P.M. to provide verbal comments. Comments are limited to a duration of three (3) minutes in length. Members of the public can join the Zoom meeting.

Dated this 14th day of June 2024 ______________________

Lily Houghton, Administrative Director

SOLID WASTE SPECIAL SERVICE DISTRICT #1 (SWSSD1)
DBA Canyonlands Solid Waste Authority
Regular Meeting: https://www.youtube.com/watch?v=rOwDTamNHSQ

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §54-2-207(4), the Administrative Control Board of the Solid Waste District has decided to hold hybrid meetings with the new CSWA office building as the Anchor Location. The CSWA new office building is located at 2295 Highway 191 south of the Transfer Station Office, Moab, UT 84532. Electronic participation was available via Zoom Meeting

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MINUTES: REGULAR MEETING OF THE SWSSD1 ADMINISTRATIVE CONTROL BOARD
Wednesday, April 24, 2024, 4:00 P.M.

Board Members Present: Chad Harris (Vice-Chair), Mary McGann (Treasurer), Diane Ackerman (Castle Valley Representative). Colin Topper (Moab City Council Representative) arrived at 4:12PM.

SWSSD1 Staff Present: Chris Scovill (Operations Director), Mike Kenerley (Executive Director), Nick Lundberg (District Accountant), Lily Houghton (Administrative Director), and Jessica Thacker (Program Manager/District Clerk).

Public Present: Mike Duniway (At-Large Board Member Candidate)

These minutes are presented in the order of the agenda and not necessarily in the order of discussion. The board packet is available on the district's website located here: https://swssd1.org/board-meetings-and-financials/2024-agendas-and-minutes/

REGULAR MEETING – CALL TO ORDER (4:00 P.M.)

Chad Harris called the meeting to order at 4:03PM.

CITIZEN'S INPUT

No Citizen's Input was provided.

APPROVAL OF MEETING MINUTES

A. *DISCUSSION ITEM*: INTERVIEW APPLICANT FOR OPEN AT-LARGE BOARD MEMBER

The Board members and District staff provided a summary of the position and the duties and expectations of becoming an Administrative Control Board Member. Potential At-Large Board Member candidate, Mike Duniway, introduced himself and provided a list of qualifications and experiences that indicated his suitability for the position.

B. *ACTION ITEM*: VOTE FOR RECOMMENDATION OF APPLICANT TO GRAND COUNTY COMMISSION FOR APPOINTMENT TO SWSSD1 BOARD

MOTION: Mary McGann motioned/Ackerman seconded to recommend Michael Duniway to the Grand County Commission for appointment to Solid Waste SSD1's Administrative Control Board. Chad Harris, Colin Topper, Mary McGann, and Diane Ackerman voted yes. Motion passed 4-0.

C. *ACTION ITEM*: REVIEW AND APPROVAL OF MARCH 20, 2024 REGULAR MEETING MINUTES

MOTION: Diane Ackerman motioned/Colin Topper seconded to approve the minutes for March 20, 2024 Regular Meeting minutes as presented in the April 24, 2024 Board packet. Chad Harris, Colin Topper, Mary McGann, and Diane Ackerman voted yes. Motion passed 4-0.

TREASURER/FINANCIAL

D. *ACTION ITEM*: REVIEW AND APPROVE MARCH 2024 FINANCIALS

Lily Houghton provided an overall summary of expenditures for the month of March 2024 in which she stated fuel costs, payroll, and costs associated with repairs, service, and maintenance as the main bulk of the expenses. She stated that expenses were lower in March 2024 than February 2024 due to reduced payroll, operational, and fleet fuel expenses. She also stated that a check to the PTIF fund had been printed in February but had yet to be sent due to cash flow issues. A brief discussion on the PTIF fund, cash flow issues, and considerations for further reducing costs ensued.

MOTION: Colin Topper motioned/Diane Ackerman seconded to approve the expenditures of the month of March 2024 in the amount of $372,457.07. Chad Harris, Colin Topper, and Diane Ackerman voted yes. Motion passed 3-0.

REPORTS FROM BOARD AND STAFF

E. STAFF REPORTS

Mike Kenerley provided a staff report by providing an overall summary of fleet, operations, and staffing status. He stated that the implementation of the AMCS software has made slow progress with the hope that billing with the software will occur in May. He also provided an update on the renegotiation of the City contract stating that there had been a slight delay due to changes in Moab City upper management. Mike Kenerley provided updates on the Thompson Springs land sale. He announced that many cost savings moves would be implemented such as implementing a hiring freeze, reducing the number of staff at all facilities with a "floater" operator, and reducing hours of operations at the Moab Landfill, Canyonlands Transfer Station and Community Recycle Center. A discussion regarding these changes ensued. Mike Kenerley also provided several more updates in regards to the Grand County Cease and Desist letter, attendance of the

Recycling Coalition of Utah Spring Conference, negotiations with Zion’s Bank, and repairs to the Community Recycle Center baler.

Chris Scovill provided a brief staff report stating that he had attended the SWANA integrated solid waste training in Phoenix as well as an update on the development of an Operations Plan through HDR Engineering for the transfer station. He stated that a new stream of revenue had occurred at the Klondike Landfill outside of interagency revenue in the form of drill cuttings and petroleum-contaminated soils. A brief discussion ensued on the handling and testing requirements of these materials occurred.

Lily Houghton provided a brief staff report detailing upcoming actions regarding the AMCS software implementation and well as a summary of issues identified during the transition. She stated that she had been working to recoup sales tax that the District, as a tax-exempt entity, had been charged for. She stated that approx. $2,00 had been recovered with an anticipated overall savings of $10,000 - $20,000. Lily Houghton provided a brief summary of methods and actions she is taking to reduce costs and capture funds that had previously been missed.

Jessica Thacker provided a brief staff report stating that she had attended the Recycling Coalition of Utah Spring Conference as well and provided the Board with a printed summary of the conference’s key points, process of the removal of the old District number, and an overview of various administrative and programmatic tasks.

Nick Lundberg provided a brief staff report reminding the Board of the upcoming annual audit occurring in May and that he had met with Raftelis the previous week and they would provide more financial figures shortly.

F. BOARD REPORTS

Diane Ackerman provided a brief Board report stating that the Castle Valley Cleanup had gone well and provided a summary of her observations.

Colin Topper provided a brief Board report reiterating that he had been involved in the City contract negotiations with the District and invited District staff to attend an upcoming workshop with the Moab City Council to discuss the changes to the contract. A brief discussion on the different rate increase scenarios ensued. He stated that the Moab City staff and Council are heavily focused on the upcoming Walnut Lane Trailer Park closure and cleanup. A brief discussion on the District’s involvement in this situation ensued.

Chad Harris provided a brief Board report stating in which he attended the SWANA training as well but attended the zero waste training (rather than the integrated solid waste management training Chris Scovill attended).

No other Board reports were given.

OLD BUSINESS

G. *POSSIBLE ACTION ITEM:* VOTE FOR SPECIAL POPULATION SERVICE DISCOUNT

Lily Houghton provided a brief review of the agenda item and stated she had reached out to Chris Kauffman to establish the number of individuals who qualify as a "special population" and that should a discount be applied; it would cost the District approximately $1,500 per month. Collectively, it was agreed to hold the vote on a later date to amass more data and when a full Board was available.

NEW BUSINESS

H. *POSSIBLE ACTION ITEM*: PTIF PUBLIC ENTITY RESOLUTION TO AMEND AUTHORIZE PTIF ACCOUNT USERS

Lily Houghton provided a brief summary on the purpose of this agenda item stating that the authorized users on the account contained historical Board members as well as Mary McGann (Treasurer of the Administrative Control Board). She stated that it was logical to add an authorized District staff member to alleviate tasks assigned to Mary McGann. Diane Ackerman suggested delaying the vote when Mary McGann was available to discuss the action.

FUTURE CONSIDERATIONS

I. NEXT REGULARLY SCHEDULED MEETING OF THE ACB IS SET FOR WEDNESDAY, MAY 15, 2024

ADJOURNMENT

J. ADJOURNMENT

The meeting was adjourned by Chad Harris at 5:29PM.

Respectfully submitted to the Board,

Jessica Thacker

Jessica Thacker
District Clerk, Solid Waste Special Service District #1 (d/b/a Canyonlands Solid Waste Authority)

Canyonlands Solid Waste Service District

Agenda Item B Summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Approval of Expenditure for the Month of April 2024

Background:

Expenditures to note:

Expenses were lower than March 2024 (note that March expenses down from Feb)

- Payroll expenses were $34,540 higher in April than in March.
    - Wages were $3K more
    - One new employee loan ($1K)
    - Month of March did not have an insurance premium payment (~$30K paid in April)
- Operations expenses were $54K less in April than March (Mar was $50K less than Feb).
    - March had mulch chipping expense of $24K
    - Fuel expenses comparable ($300 more in April)
    - Accounting payments for 2023 invoices received in 2024 were $9K
    - R&M up ($23K for April, $6K in March)
    - Large equipment payments made in March: Cat D7 annual loan payment of $59.5K

Attachments: April 2024 Expenditure Report

Recommendation:

Motion to approve the expenditures of the month of April 2024 in the amount of $352,651.65.

Solid Waste Special Service District #1
Expenditure Detail by Account
April 2024

Type	Date	Num	Name	Memo	Amount	Balance
1100 · OPERATING ACCOUNTS						
1101-3 · MACU - Operations Checking						
Bill Pmt -Check	04/19/2024	1300	A & E Electric, Inc. - V1001	INV 22123, unhook old CRC bailer	-90.00	-90.00
Bill Pmt -Check	04/19/2024	1301	Ad-Vertiser - 1003AP	A202403007, job advertising	-270.00	-360.00
Bill Pmt -Check	04/05/2024	1283	Airgas USA LLC	INV 1128911163, Hi-viz vests	-99.87	-459.87
Bill Pmt -Check	04/15/2024	ACH	Altitude Recycling	INV A5725, 125 bailer ties	-3,280.00	-3,739.87
Bill Pmt -Check	04/19/2024	1302	Arch Walker Enterprises, LLC	INV 1043, repair CRC garage door	-170.12	-3,909.99
Bill Pmt -Check	04/19/2024	1303	Azed 5 Communications	INV 24030005, job advertising	-200.00	-4,109.99
Bill Pmt -Check	04/05/2024	1284	Canyonlands Copy Center & Advertising	MLF, CRC, TNS ticket	-685.00	-4,794.99
Bill Pmt -Check	04/05/2024	ACH	Cari Chacon	3/22/24 & 3/29/24 office cleanings	-420.00	-5,214.99
Bill Pmt -Check	04/19/2024	ACH	Cari Chacon	4/5/24 & 4/12/24 office cleanings	-420.00	-5,634.99
Bill Pmt -Check	04/19/2024	ACH	Cat Financial - 938M	2175536, loan 980M	-3,634.69	-9,269.68
Bill Pmt -Check	04/19/2024	1304	Curt's Custom Welding	INV 611760,repair rear door on 300	-2,500.00	-11,769.68
Bill Pmt -Check	04/05/2024	1285	Desert West Office Supply	INV 261943, pens, tape	-13.72	-11,783.40
Bill Pmt -Check	04/19/2024	1319	Desert West Office Supply	3 invoices, office supplies	-187.64	-11,971.04
Bill Pmt -Check	04/10/2024	ACH	Dominion Energy 0421860000 Ofc	Acct # 0421860000 - Feb 18 -Mar 19 Svc	-50.67	-12,021.71
Bill Pmt -Check	04/10/2024	ACH	Dominion Energy 2524170000 Shop	Acct # 2524170000 Feb 18 - Mar 19 Svc	-70.98	-12,092.69
Bill Pmt -Check	04/10/2024	ACH	Dominion Energy 5523721573 TNS	Acct#5523721573 Feb 18 - Mar 19 TNS	-564.29	-12,656.98
Bill Pmt -Check	04/10/2024	ACH	Dominion Energy 8288403095 CRC	Acct # 8288403095 Feb 18 - Mar 19 Src CRC	-139.08	-12,796.06
Bill Pmt -Check	04/20/2024	ACH	Emery Telcom 2120AP	Account No. 34581004/1 - 4/30 2024 Svc	-506.94	-13,303.00
Bill Pmt -Check	04/05/2024	1286	FAST first Aid Solutions & Traning	2 invoices, first aid kits, shop + tns gate house	-190.28	-13,493.28
Bill Pmt -Check	04/05/2024	1299	Global Industrial	INV 121714233, safety - gloves	-214.67	-13,707.95
Bill Pmt -Check	04/05/2024	1287	Grainger	INV 1510849565, tape/dispenser	-133.60	-13,841.55
Bill Pmt -Check	04/19/2024	1318	Grand Tire PRO a/k/a Chip's	2 invs, 8 drive tires, rotate 980 tires	-6,348.41	-20,189.96
Bill Pmt -Check	04/20/2024	ACH	Grand Water & Sewer Service Agency	March service	-106.29	-20,296.25
Bill Pmt -Check	04/19/2024	1305	Inland Truck Parts & Service Company	2 invs, suspension parts 103, door hinges GCS	-1,975.14	-22,271.39
Bill Pmt -Check	04/19/2024	1306	Jack's Tire & Oil	2 invs, 4 retreads, tire paint sticks	-1,013.48	-23,284.87
Bill Pmt -Check	04/05/2024	1288	Kunckle Down Mechanics	INV 752595,install rear facing motive cameras	-4,950.00	-28,234.87
Bill Pmt -Check	04/05/2024	1289	Moab Auto Parts (Car Quest)	4 invs, parts	-621.74	-28,856.61
Bill Pmt -Check	04/19/2024	1320	Moab Auto Parts (Car Quest)	11 invs, parts	-2,292.20	-31,148.81
Bill Pmt -Check	04/05/2024	1290	Moab Family Chiropractic	INV CT11357, CDL exam , A Mauricio	-135.00	-31,283.81

Solid Waste Special Service District #1
Expenditure Detail by Account
April 2024

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	04/05/2024	1291	NSI	INV 0982100801, safety supplies	-249.32	-31,533.13
Bill Pmt -Check	04/05/2024	1292	ODP Buisness Solutions	INV 358246291-001, CRC polybags	-115.99	-31,649.12
Bill Pmt -Check	04/19/2024	1307	Owen Equipment	2 invs, bearings bar	-3,235.93	-34,885.05
Bill Pmt -Check	04/19/2024	1308	Packard Wholesale & Distributing	2 invs, pallet of H2O, office cleaning/supplies	-720.50	-35,605.55
Bill Pmt -Check	04/05/2024	1293	Peak Wireless Services	INV 19353 for radio service	-580.00	-36,185.55
Bill Pmt -Check	04/05/2024	1297	Peak Wireless Services	INV 19412 for radio service	-580.00	-36,765.55
Bill Pmt -Check	04/19/2024	1309	Peterbilt	819781	-88.12	-36,853.67
Bill Pmt -Check	04/05/2024	1294	Pure Country Water	2 invs, office water	-90.45	-36,944.12
Bill Pmt -Check	04/19/2024	1310	Pure Country Water	3 invs, office water	-92.22	-37,036.34
Bill Pmt -Check	04/19/2024	1311	Raftelis	INV 7840, financial consulting	-7,840.00	-44,876.34
Bill Pmt -Check	04/05/2024	ACH	RelaDyne West LLC	2 invs, fleet fuel	-3,381.42	-48,257.76
Bill Pmt -Check	04/09/2024	ACH	RelaDyne West LLC	INV 1074308-IN, Diesel, $3.3/gal	-4,335.01	-52,592.77
Bill Pmt -Check	04/18/2024	ACH	RelaDyne West LLC	4 invs, fleet fuel	-9,091.74	-61,684.51
Bill Pmt -Check	04/26/2024	ACH	RelaDyne West LLC	2 invs, fleet fuel	-5,056.49	-66,741.00
Bill Pmt -Check	04/01/2024	ACH	Revco (Les Olson) Leasing	Inv#224775 Mar 24 Sharp MX-3071	-240.71	-66,981.71
Bill Pmt -Check	04/03/2024	ACH	Revco (Les Olson) Leasing	Inv#225061 Mar24 Sharp MX-4071	-300.05	-67,281.76
Bill Pmt -Check	04/23/2024	ACH	Revco (Les Olson) Leasing	Inv#223548 Apr24 Lease PMT Sharp BP70C31	-136.70	-67,418.46
Bill Pmt -Check	04/29/2024	ACH	Revco (Les Olson) Leasing	Inv#227426 Apr24 Lease PMT Sharp MX-3071	-240.71	-67,659.17
Bill Pmt -Check	04/29/2024	ACH	Revco (Les Olson) Leasing	INV EA1402840, meter readings	-153.16	-67,812.33
Bill Pmt -Check	04/19/2024	1312	Riverside Plumbing	fix five line leak in TNS	-722.60	-68,534.93
Bill Pmt -Check	04/05/2024	1298	South Town Gym	INV 204298, staff gym memberships	-365.00	-68,899.93
Bill Pmt -Check	04/19/2024	1313	Underground Services, Inc	INV 62460, FM 2404-1005, RR tarp cylinder	-228.77	-69,128.70
Bill Pmt -Check	04/05/2024	1295	UniFirst	2 invs, shop uniforms	-142.01	-69,270.71
Bill Pmt -Check	04/19/2024	1314	UniFirst	3 invs, shop uniforms	-206.95	-69,477.66
Check	04/15/2024	1321	US Postmaster	March service mailing, 818 peices	-340.17	-69,817.83
Bill Pmt -Check	04/30/2024	ACH	Utah Local Governments Trust	INV 1612331, May 24 WC insurance	-3,377.56	-73,195.39
Bill Pmt -Check	04/09/2024	ACH	VeloChase Group, LLC	2 invs, Aug + Sept 2023 accounting fees	-3,243.75	-76,439.14
Bill Pmt -Check	04/22/2024	ACH	VeloChase Group, LLC	INV 2023093010 - Sept accounting fees	-450.00	-76,889.14
Bill Pmt -Check	04/29/2024	ACH	VeloChase Group, LLC	2 invs, Oct + Nov 2023 accounting fees	-5,250.00	-82,139.14
Bill Pmt -Check	04/07/2024	ACH	Verizon Wireless	372356356-00001	-739.25	-82,878.39
Bill Pmt -Check	04/05/2024	1296	Walker's True Value Hdwe., Inc.	2 invs, various parts	-99.30	-82,977.69

Solid Waste Special Service District #1
Expenditure Detail by Account
April 2024

	Type	Date	Num	Name	Memo	Amount	Balance
	Bill Pmt -Check	04/19/2024	1315	Walker's True Value Hdwe., Inc.	8 invs, various parts	-619.62	-83,597.31
	Bill Pmt -Check	04/19/2024	1316	Wheeler Cat - PRINT Invs SEPARATELY	4 invoices, service for equipment	-12,304.99	-95,902.30
	Bill Pmt -Check	04/19/2024	1317	Zunich Bros Mechanical	March portapotty service	-467.00	-96,369.30
	Transfer	04/12/2024		MACU Payroll -> MACU Ops	Funds Transfer - reimburse Op account	4,000.00	-92,369.30
	Transfer	04/16/2024		MACU Ops -> MACU Payroll	Funds Transfer - reimburse Payroll account	-7,323.92	-99,693.22
Total 1101-3 · MACU - Operations Checking						-99,693.22	-99,693.22
1101-1 · MACU Payroll Checking							
	Bill Pmt -Check	04/05/2024	1246	Randall Vigil	Employee Loan signed 3/29/24	-1,000.00	-1,000.00
	Bill Pmt -Check	04/05/2024	1247	Public Employees Health Program	1291	-36,749.81	-37,749.81
	Bill Pmt -Check	04/05/2024	1249	PEHP Long-Term Disability	PP 3.17.24-3.30.24, LTD insurance payment	-432.11	-38,181.92
	Bill Pmt -Check	04/10/2024	ACH	Jimmy Foy Collision Repair Center	2020 Chevy repair - insurance ck dep MACU	-7,696.09	-45,878.01
	Bill Pmt -Check	04/17/2024	ACH	Health Equity	APR HSA monthly Admin Fees ID #yva51ho	-69.75	-45,947.76
	Bill Pmt -Check	04/19/2024	1250	PEHP Long-Term Disability	PP 3.31.24 - 4.13.24, LTD insurance payment	-444.85	-46,392.61
	Bill Pmt -Check	04/15/2024	ACH	Veolia North America Inc.	INV INV-296631, waste disposal	-7,323.92	-53,716.53
	Bill Pmt -Check	04/29/2024	ACH	Veolia North America Inc.	Inv# INV-375189 Waste Disposal	-3,636.37	-57,352.90
	Bill Pmt -Check	04/19/2024	1248	Public Employees Health Program	1291, Life insurance premium	-470.92	-57,823.82
	Check	04/10/2024	ACH	Health Equity	HSA monthly contibutions for Mar 2024	-5,870.12	-63,693.94
	Check	04/02/2024	ACH	Cardconnect	BankCard USA -CC merchant fees	-2,383.91	-66,077.85
	Check	04/05/2024	ACH	AMCS Pay	AMCS group fees	-2.04	-66,079.89
	Check	04/05/2024	ACH	Mountain America Credit Union	Merchant Bank fees	-160.75	-66,240.64
	Check	04/08/2024	ACH	NMI	Invoice 268759182, 3/19 - 3/31 service	-27.48	-66,268.12
	Check	04/11/2024	ACH	AMCS Pay	AMCS group fees	-2.89	-66,271.01
	Check	04/15/2024	ACH	Utah Retirement Systems	4/5/24 payday ppend date 3/30/24	-15,766.19	-82,037.20
	Check	04/16/2024	ACH	AMCS Pay	AMCS group fees	-4.00	-82,041.20
	Check	04/25/2024	ACH	NMI	Invoice 287000081, 4/1 - 4/22	-69.75	-82,110.95
	Check	04/30/2024		Mountain America Credit Union	Service Charge	-18.85	-82,129.80
	General Journal	04/05/2024		4/5/24 payroll	OPERATING ACCOUNTS:MACU Checking	-85,281.50	-167,411.30
	General Journal	04/05/2024		4/5/24 payroll garnishments	Third Party ACH	-809.08	-168,220.38
	General Journal	04/19/2024		4/19/24 payroll	OPERATING ACCOUNTS:MACU Checking	-87,202.89	-255,423.27
	General Journal	04/19/2024		4/16/24 payroll garnishments	Third Party ACH	-809.08	-256,232.35
	Transfer	04/12/2024		MACU Payroll -> MACU Ops	Funds Transfer - reimburse Op account	-4,000.00	-260,232.35

Solid Waste Special Service District #1
Expenditure Detail by Account
April 2024

Type	Date	Num	Name	Memo	Amount	Balance
Transfer	04/16/2024		Macu Ops -> MACU Payroll Veolia 4/15/24	Funds Transfer	7,323.92	-252,908.43
Total 1101-1 · MACU Payroll Checking					-252,908.43	-252,908.43
1101 · Zions Bank Checking						
Check	04/30/2024			Service Charge	-50.00	-50.00
Total 1101 · Zions Bank Checking					-50.00	-50.00
Total 1100 · OPERATING ACCOUNTS					-352,651.65	-352,651.65
TOTAL					**-352,651.65**	**-352,651.65**

MACU subtotal Payroll	**-$241,575.97**
MACU Subtotal Operations	**-$111,025.68**
MACU TOTALS	-$352,601.65
Zions Subtotal Operations	**-$50.00**
Payroll Grand Total	**-$241,575.97**
Operations Grand Total	**-$111,075.68**
Expentiures Grand Total	**-$352,651.65**
Fund Transfers to PTIF	$0.00
Total Expenditures and Transfers	**-$352,651.65**

Canyonlands Solid Waste Service District

Agenda Item B Summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Approval of Expenditure for the Month of May 2024

Background:

Expenditures to note:

Expenses doubled from April. Main reasons were a payment was made to the PTIF fund

and three payrolls in May

- Payroll expenses were $251,629 higher in May than in April.
    - Payroll has been holding steady around $103K the last five payrolls
    - May had 3 payrolls rather than the normal 2/month
    - No new employee loans, employee travel reimbursements came in at $922
    - May had two insurance premium payments (Apr + May) $101K and FSA contributions paid for Jan-April employee contributions ($2K)
    - Last April payroll URS payment made in May ($16K)
    - Transferred $50K to Money Market to earn higher interest rate
- Operations expenses were $183K higher than April
    - Payment made to PTIF Fund ($108K)
    - Fuel expenses $8K more ($29,885 to $21,864)
    - R&M $23.6K (comparable to April $23K)
    - Rentals for ROF $18,520
    - Bailer repair $6K
    - New computers and catch-up IT payments $5K
    - $6K for Thompson property sale vehicle removal
    - $29K Cat 980M loader payment

Attachments: May 2024 Expenditure Report

Recommendation:

Motion to approve the expenditures of the month of May 2024 in the amount of $787,305.97.

Solid Waste Special Service District #1
Expenditure Detail by Account
May 2024

Type	Date	Num	Name	Memo	Amount	Balance
1100 · OPERATING ACCOUNTS						
1101-3 · MACU - Operations Checking						
Bill Pmt -Check	05/17/2024	1340	Ad-Vertiser - 1003AP	2 invoices, job postings	-715.50	-715.50
Bill Pmt -Check	05/09/2024	ACH	Altitude Recycling	INV A5935, bailer repair	-5,829.39	-6,544.89
Bill Pmt -Check	05/03/2024	1322	Atlas Scale Co., Inc.	2 invoices, KLF scale	-1,150.00	-7,694.89
Bill Pmt -Check	05/17/2024	1341	Azed 5 Communications	April job advertising on radio	-400.00	-8,094.89
Bill Pmt -Check	05/07/2024	ACH	Big Truct Rentral	INV 10,400, 2024 Peterbuilt ROF rental	-10,400.00	-18,494.89
Bill Pmt -Check	05/03/2024	1323	Canyonlands Copy Center & Advertising	2 invs, landfill tickets	-375.30	-18,870.19
Bill Pmt -Check	05/17/2024	1342	Canyonlands Copy Center & Advertising	landfill tickets	-580.00	-19,450.19
Bill Pmt -Check	05/03/2024	ACH	Cari Chacon	Office cleanings 4/12 and 4/19	-420.00	-19,870.19
Bill Pmt -Check	05/17/2024	ACH	Cari Chacon	Office cleanings 5/3 and 5/10	-420.00	-20,290.19
Bill Pmt -Check	05/31/2024	ACH	Cari Chacon	Cleaning 5/24/24	-210.00	-20,500.19
Bill Pmt -Check	05/20/2024	ACH	Cat Financial - 938M	2175536 - monthly loan payments	-3,634.69	-24,134.88
Bill Pmt -Check	05/20/2024	ACH	Caterpillar Financial Services Corp	Lease pmt 980M Medium Wheel Loader	-29,521.47	-53,656.35
Bill Pmt -Check	05/03/2024	1324	Curt's Custom Welding	3 invoices, 2 for ROF rental, dumpster repair	-8,120.00	-61,776.35
Bill Pmt -Check	05/31/2024	1362	Curt's Custom Welding	INV 611775, R&R 18 YD CT RLF	-3,240.00	-65,016.35
Bill Pmt -Check	05/31/2024	1363	Dell Business Credit	computer for paul, laptop for TNS AMCS use	-2,301.62	-67,317.97
Bill Pmt -Check	05/03/2024	1325	Desert West Office Supply	INV 262513, mouse + bulletin board	-36.78	-67,354.75
Bill Pmt -Check	05/17/2024	1343	Desert West Office Supply	INV 262621, 2 boxes paper	-91.98	-67,446.73
Bill Pmt -Check	05/10/2024	ACH	Dominion Energy 0421860000 Ofc	acct 0421860000, service 3/20/24 - 4/17/24	-31.62	-67,478.35
Bill Pmt -Check	05/10/2024	ACH	Dominion Energy 2524170000 Shop	acct 2524170000, service 3/20/24 - 4/17/24	-29.46	-67,507.81
Bill Pmt -Check	05/10/2024	ACH	Dominion Energy 5523721573 TNS	acct5523721573 Mar 20 - Apr 17 2024 TNS	-182.50	-67,690.31
Bill Pmt -Check	05/10/2024	ACH	Dominion Energy 8288403095 CRC	acct8288403095, service 3/20/24 - 4/17/24	-70.63	-67,760.94
Bill Pmt -Check	05/02/2024	ACH	Emery Telcom 2120AP	Account No. 345810 5/1 - 5/31 Svc	-518.29	-68,279.23
Bill Pmt -Check	05/03/2024	1326	GJ Computer Center, Inc.	2 invs, March + April IT service	-1,730.00	-70,009.23
Bill Pmt -Check	05/17/2024	1344	GJ Computer Center, Inc.	INV 1245, May monthly invoice	-865.00	-70,874.23
Bill Pmt -Check	05/03/2024	1327	Grand Tire PRO a/k/a Chip's	INV 127358, FM2404-1708, 4 new tires for truck 1	-2,559.72	-73,433.95
Bill Pmt -Check	05/17/2024	1345	Grand Tire PRO a/k/a Chip's	FM 2404-0223, 23 yearly inspeactions fleet vehicl	-690.00	-74,123.95
Bill Pmt -Check	05/22/2024	ACH	Grand Water & Sewer Service Agency	April service	-109.79	-74,233.74
Bill Pmt -Check	05/03/2024	1328	Inland Truck Parts & Service Company	INV 1592488, FM 2404-2401, ubolts for 100	-329.40	-74,563.14
Bill Pmt -Check	05/17/2024	1346	Inland Truck Parts & Service Company	4 invoices, various parts	-4,192.93	-78,756.07

Solid Waste Special Service District #1
Expenditure Detail by Account
May 2024

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	05/31/2024	1364	Inland Truck Parts & Service Company	INV 1481280,, oil cooler for 202	-175.84	-78,931.91
Bill Pmt -Check	05/31/2024	1365	InterWest Paper, Inc 2122	INV202413169, recycling	-40.79	-78,972.70
Bill Pmt -Check	05/31/2024	1366	Jack's Tire & Oil	2 invoices, tires and retreads	-929.83	-79,902.53
Bill Pmt -Check	05/03/2024	1329	Jim Hopkins	INV 12-13, FM2404-3002, remove old cars from T	-6,000.00	-85,902.53
Bill Pmt -Check	05/17/2024	1347	Kirton & McConkie	2 invs, legal fees	-1,749.50	-87,652.03
Bill Pmt -Check	05/17/2024	1360	McCandless Truck Center	2 invs, sensor for 205, headlight covers	-734.98	-88,387.01
Bill Pmt -Check	05/03/2024	1330	Moab Auto Parts (Car Quest)	5 invs, various parts	-965.18	-89,352.19
Bill Pmt -Check	05/17/2024	1348	Moab Auto Parts (Car Quest)	13 invoices, parts	-2,779.46	-92,131.65
Bill Pmt -Check	05/31/2024	1367	Moab Auto Parts (Car Quest)	16 invoices, various parts	-1,091.12	-93,222.77
Bill Pmt -Check	05/31/2024	1368	Moab Sun News	INV 2500, 1/8 page ad- hour changes	-840.00	-94,062.77
Bill Pmt -Check	05/03/2024	1331	Occupational Health Care International	DOT drug tests	-346.00	-94,408.77
Bill Pmt -Check	05/17/2024	1349	Occupational Health Care International	DOT drug tests	-59.00	-94,467.77
Bill Pmt -Check	05/17/2024	1350	Packard Wholesale & Distributing	2 invs, cleaning supplies and wasp killer	-241.22	-94,708.99
Bill Pmt -Check	05/13/2024	ACH	Peak Wireless Services	INV 19459 for radio service	-580.00	-95,288.99
Bill Pmt -Check	05/03/2024	1332	Peterbilt	UV Brakes for 401	-102.79	-95,391.78
Bill Pmt -Check	05/17/2024	1351	Peterbilt	front break drums for 401	-358.40	-95,750.18
Bill Pmt -Check	05/31/2024	1369	Peterbilt	3 invs, parts, sensors	-1,281.75	-97,031.93
Bill Pmt -Check	05/03/2024	1333	Pure Country Water	invoices, office water	-120.60	-97,152.53
Bill Pmt -Check	05/17/2024	1352	Pure Country Water	INV 605879, 1 bottle return	-10.05	-97,162.58
Bill Pmt -Check	05/03/2024	1339	Quality HVAC Moab	2 invs, recover charges	-1,010.00	-98,172.58
Bill Pmt -Check	05/31/2024	1370	Quality HVAC Moab	INV 7324, 38 recovery	-810.00	-98,982.58
Bill Pmt -Check	05/17/2024	1353	Raftelis	INV 33567, financial consulting	-8,745.00	-107,727.58
Bill Pmt -Check	05/08/2024	ACH	RelaDyne West LLC	INV 1084619-IN, OD 2401-0801, diesel	-4,005.88	-111,733.46
Bill Pmt -Check	05/22/2024	ACH	RelaDyne West LLC	3 invoices, fleet fuel	-9,828.81	-121,562.27
Bill Pmt -Check	05/31/2024	ACH	RelaDyne West LLC	5 invoices, fleet fuel	-15,024.43	-136,586.70
Bill Pmt -Check	05/03/2024	ACH	Revco (Les Olson) Leasing	Inv#227865 Apr24 Sharp MX-4071	-300.05	-136,886.75
Bill Pmt -Check	05/23/2024	ACH	Revco (Les Olson) Leasing	Inv#229216 MayPMT Sharp BP70C31	-136.70	-137,023.45
Bill Pmt -Check	05/31/2024	ACH	Revco (Les Olson) Leasing	Inv#230353 June 24PMT Sharp MX-3071	-240.71	-137,264.16
Bill Pmt -Check	05/31/2024	1371	Rhinehart Oil Co, LLC	3 invoices, Fleet fuel, small trucks	-1,026.02	-138,290.18
Bill Pmt -Check	05/01/2024	ACH	Rocky Mountain Power 3816	2 months power bill	-1,653.02	-139,943.20
Bill Pmt -Check	05/17/2024	1354	Skyline Transport & Diesel	INV 18863, FM 2405-0303, install new injector in 2	-1,685.23	-141,628.43

Solid Waste Special Service District #1
Expenditure Detail by Account
May 2024

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	05/03/2024	1334	Tams LLC DBA Used Computer Outlet	INV 108551, e-waste disposal 6990 lbs @ $0.25/ll	-1,747.50	-143,375.93
Bill Pmt -Check	05/17/2024	1355	Thermo Fluids	2 invs, used oil collection program testing	-607.40	-143,983.33
Bill Pmt -Check	05/03/2024	1335	Tic Tac Tow	2 invs, towing to auction	-600.00	-144,583.33
Bill Pmt -Check	05/17/2024	1356	UniFirst	2 invocies, uniforms for shop	-177.82	-144,761.15
Bill Pmt -Check	05/31/2024	1372	UniFirst	3 invocies, uniforms for shop	-274.77	-145,035.92
Check	05/16/2024	ACH	US Post Service	prepaid postage - April invoices	-318.77	-145,354.69
Bill Pmt -Check	05/22/2024	ACH	Utah Local Governments Trust	WC and auto insurance	-3,526.84	-148,881.53
Check	05/31/2024	1361	Utah Public Treasurers' Inv Fd	Deposit - ACCOUNT 5817	-108,512.64	-257,394.17
Bill Pmt -Check	05/10/2024	ACH	VeloChase Group, LLC	2 invs, Dec 23 + jan 24 accounting fees	-3,356.25	-260,750.42
Bill Pmt -Check	05/22/2024	ACH	VeloChase Group, LLC	INV 2024022910 Feb 2024 accounting	-750.00	-261,500.42
Bill Pmt -Check	05/07/2024	ACH	Verizon Wireless	372356356-00001	-739.12	-262,239.54
Bill Pmt -Check	05/03/2024	1336	Walker's True Value Hdwe., Inc.	INV 981083, various parts	-151.14	-262,390.68
Bill Pmt -Check	05/17/2024	1357	Walker's True Value Hdwe., Inc.	2 invs, misc shop parts	-152.35	-262,543.03
Bill Pmt -Check	05/31/2024	1373	Walker's True Value Hdwe., Inc.	284215, screws, hardware, etc	-29.55	-262,572.58
Bill Pmt -Check	05/03/2024	1337	Waste Management	INV IAC5362774, SSR March 2024	-813.67	-263,386.25
Bill Pmt -Check	05/31/2024	1374	Waste Management	INVIAC5465504 SSR April 2024	-2,133.82	-265,520.07
Bill Pmt -Check	05/17/2024	1358	Wheeler Cat - PRINT Invs SEPARATELY	INV PS001693042, fuel cap and light	-423.93	-265,944.00
Bill Pmt -Check	05/31/2024	1375	Wheeler Cat - PRINT Invs SEPARATELY	3 invs, services and parts for eqipment	-4,966.54	-270,910.54
Bill Pmt -Check	05/03/2024	1338	Zion's Corporate Trust	Account # 8037430 Corp Trust Trustee fee	-2,500.00	-273,410.54
Bill Pmt -Check	05/17/2024	1359	Zunich Bros Mechanical	April portapotty service	-462.00	-273,872.54
Check	05/31/2024	ACH	Mountain America Credit Union	Service Charge	-5.00	-273,877.54
Total 1101-3 · MACU - Operations Checking					-273,877.54	-273,877.54
1101-1 · MACU Payroll Checking						
Bill Pmt -Check	05/01/2024	1252	Jessica Thacker	travel reimbursement, RCU conference 4/15	-370.76	-370.76
Bill Pmt -Check	05/01/2024	1253	Mike Kenerley	travel reimbursement, RCU conference 4/15	-551.76	-922.52
Bill Pmt -Check	05/01/2024	1254	Public Employees Health Program	VOID: 1291	0.00	-922.52
Bill Pmt -Check	05/01/2024	1255	PEHP Long-Term Disability	agency: 1291, PP 4/14/24 - 4/27-24	-416.22	-1,338.74
Bill Pmt -Check	05/01/2024	1256	Public Employees Health Program	1291	-50,971.22	-52,309.96
Bill Pmt -Check	05/13/2024	ACH	Health Equity	HSA monthly Admin Fees ID #j241wco for May 2(	-69.75	-52,379.71
Bill Pmt -Check	05/17/2024	1258	PEHP Flex	Contributions 1/1/24 - 4/30/24	-1,899.92	-54,279.63
Bill Pmt -Check	05/17/2024	1259	PEHP Long-Term Disability	agency: 1291, PP 4/28/24 - 5/11/24	-434.06	-54,713.69

Solid Waste Special Service District #1
Expenditure Detail by Account
May 2024

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	05/31/2024	1260	PEHP Long-Term Disability	agency: 1291, PP 5/12/24 - 5/25/24	-416.10	-55,129.79
Bill Pmt -Check	05/31/2024	1261	Public Employees Health Program	1291 PEHP June insurance premiums	-50,513.41	-105,643.20
Bill Pmt -Check	05/31/2024	1262	Public Employees Health Program	1291 PEHO Life insurance premiums	-414.43	-106,057.63
Check	05/03/2024	1257	Beeman Equipment	Refund - overpayment account CMA002326	-2,673.00	-108,730.63
Check	05/10/2024	ACH	Health Equity	HSA monthly contibutions for Apr 2024	-6,394.12	-115,124.75
Check	05/10/2024	ACH	Utah Retirement Systems	4/19/2024 payday ppend date 4/13/24	-16,164.90	-131,289.65
Check	05/10/2024	ACH	Utah Retirement Systems	5/3/2024 payday ppend date 4/27/24	-15,156.33	-146,445.98
Check	05/03/2024	ACH	NMI	Invoice 287037890, 4/23 - 4/30/2024	-18.60	-146,464.58
Check	05/17/2024	ACH	Utah Retirement Systems	5/17/2024 payday ppend date 5/11/24	-15,476.15	-161,940.73
Check	05/31/2024	ACH	Utah Retirement Systems	5/31/2024 payday ppend date 5/25/24	-14,925.63	-176,866.36
Check	05/31/2024	1249	Utah State Tax Commission	Garnishment PP 5/25/24	-515.50	-177,381.86
Check	05/17/2024	50025	Michael Johnson	Michael Johnson, mechanic, 50% relocation	-1,336.29	-178,718.15
Check	05/02/2024	ACH	Cardconnect	CC merchant fees April 24	-2,723.79	-181,441.94
Check	05/07/2024	ACH	AMCS Pay	AMCS group fees	-2.00	-181,443.94
Check	05/07/2024	ACH	Mountain America Credit Union	merchant bankcard	-97.62	-181,541.56
Check	05/08/2024	ACH	Mountain America Credit Union	returned check - CMA 2683	-111.29	-181,652.85
Check	05/13/2024	ACH	AMCS Pay	AMCS group fees	-5.23	-181,658.08
Check	05/30/2024	ACH	NMI	Invoice 287292989, 5/1 - 5/27	-60.81	-181,718.89
General Journal	05/03/2024		Payroll 5/3/24	OPERATING ACCOUNTS:MACU Checking	-84,631.09	-266,349.98
General Journal	05/03/2024		Payroll 5/3/24 garnishments	Third Party ACH	-809.08	-267,159.06
General Journal	05/17/2024		Payroll 5/17/24	OPERATING ACCOUNTS:MACU Checking	-86,428.23	-353,587.29
General Journal	05/17/2024		Payroll 5/17/24 garnishments	Third Party ACH	-809.08	-354,396.37
General Journal	05/31/2024		Payroll 5/31/24	OPERATING ACCOUNTS:MACU Checking	-87,999.57	-442,395.94
General Journal	05/31/2024		Payroll 5/31/24 garnishments	Third Party ACH	-809.08	-443,205.02
Transfer	05/22/2024		MACU Payroll -> Money Market	Funds Transfer	-50,000.00	-493,205.02
Total 1101-1 · MACU Payroll Checking					-493,205.02	-493,205.02
1101 · Zions Bank Checking						
Check	05/29/2024	102060	Solid Waste Special Service District #1	move funds to MACU Ops	-14,000.00	-14,000.00
Check	05/31/2024	ACH	Zions Bank	Service Charge	-20.00	-14,020.00
Transfer	05/01/2024		CC 3627 payment	Funds Transfer	-514.77	-14,534.77
Transfer	05/01/2024		CC 1018 L Crowe	Funds Transfer	-810.95	-15,345.72

Solid Waste Special Service District #1
Expenditure Detail by Account
May 2024

Type	Date	Num	Name	Memo	Amount	Balance
Transfer	05/01/2024		CC 9333 C Scovill	Funds Transfer	-80.04	-15,425.76
Transfer	05/01/2024		CC 3922 M Kenerley	Funds Transfer	-4,797.65	-20,223.41
Total 1101 · Zions Bank Checking					-20,223.41	-20,223.41
Total 1100 · OPERATING ACCOUNTS					-787,305.97	-787,305.97
TOTAL					**-787,305.97**	**-787,305.97**

MACU subtotal Payroll	**-$493,205.02**
MACU Subtotal Operations	**-$273,877.54**
MACU TOTALS	-$767,082.56
Zions Subtotal Operations	**-$20,223.41**
Payroll Grand Total	**-$493,205.02**
Operations Grand Total	**-$294,100.95**
Expentiures Grand Total	**-$787,305.97**
Fund Transfers to PTIF	-$108,512.64
Total Expenditures and Transfers	**-$787,305.97**

Canyonlands Solid Waste Service District

Agenda Item E summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Discussion of offering a special population discount to customers.

Background:

Per Grand County Treasurer, Christopher Kauffman, the following number of households currently qualify for and receive tax abatement from Grand County:

- City of Moab: 87
- Grand County portion of Spanish Valley: 80
- Castle Valley Town: 14
- Other: 6

City of Moab pricing will increase beginning September 1, 2024.

Assuming a discount is only offered for a regular 96-gallon trash cart and the discount offered was 30% to maintain the 2023 pricing this would cost the district:

- $640/month for Spanish Valley
- $84/month for Castle Valley
- $522/month for City residents
- e**staimated $1246 total**

CSWA has spoken to one other utility based Special Service District in the area, and they do not offer service discounts. They cited being a local government organization, and that it would be considered favoritism to offer a discount.

Recommendation:

For the Board to consider offering a discount to current recipients of Grand County's Tax Abatement Program to maintain 2023 pricing in 2024.

Motion for: Motion to establish a 30% discount program for service fees to area residents that are current recipients of Grand County's Tax Abetment program.

No motion needed to not offer a special population discount program.

Canyonlands Solid Waste Service District

Agenda Item F summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Update PTIF users who may amend PTIF account information.

Background:

Information on SWSSD1's PTIF account is out of date. The login provided is in the name of Hackley. Items to update include:

- Mailing address
- Phone number

Current authorized users are:

- Mary McGann
- Kalen Jones

Recommendation:

I ask the board to either task Mary McGann with updating SWSSD1's contact information, or designate Lily Houghton or Mike Kenerly as authorized users to update this data.

Motion:

Motion to appoint ________ as an authorized user to maintain correct information on Solid Waste SSD 1's PTIF account.

1. Certification of Authorized Individuals

I, Mary McGann ______________________(Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of Solid Waste SSD 1 ______________ (Name of Legal Entity). Please list at least two individuals. Each individual must have a unique email.

Name	Title	Email	Signature(s)

The authority of the named individuals to act on behalf of Solid Waste SSD 1 ____________ (Name of Legal Entity) shall remain in full force and effect until written revocation from Solid Waste SSD 1 _______ (Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. **Signature of Authorization**

I, the undersigned, Treasurer _____________(Title) of the above named entity, do hereby certify that the forgoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the _________day of ______________, 20______, at which a quorum was present and voted; that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

Signature	Date	Printed Name	Title
		Mary McGann	Treasurer

STATE OF UTAH)
§
COUNTY OF ________________________)

Subscribed and sworn to me on this ______ day of ______________, 20____ , by Mary McGann ______________ (Name), as Treasurer ____________________ (Title) of Solid Waste SSD 1 ______________________(Name of Entity), proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature____________________________

(seal)

Canyonlands Solid Waste Service District

Agenda item H summary

Presenter: Mike Kenerley

Need or issue before the Board:

Replacement of Rolloff truck 100 with blown motor

Background:

Approximately one month ago truck 100 developed a massive oil leak while traveling to service a customer near Westwater. The truck had to be towed back to Moab. After inspection it was confirmed that the vehicle had lost all oil and the motor had seized up. This vehicle was from 1991 and new motor would cost well over $10,000 plus a considerable amount of labor.

Our smaller roll-off trucks have a unique and outdated winch system. You can not buy or rent a truck like this. They have to be fabricated. The District does own a new replacement winch system that could be mounted onto a truck frame.

Our current running trucks of this size are from 1993 and 1997 and are of a major concern for breakdowns. Our current workload requires at least two trucks running at all times or services will be greatly delayed and possibly forcing us out of contract compliance with some of our biggest customers.

Recommendation:

I am asking the Board for approval to spend up to $75,000 to purchase a used chassis and frame to replace truck 100. Included in that purchase cost will be costs associated with fabricating and mounting all necessary hydraulics for the truck to operate and function as a small size roll-off.

Canyonlands Solid Waste Service District

Agenda Item I summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Accept 2023 Fraud Risk Assessment. Review 2024 Fraud Risk Assessment

Background:

The Office of the State Auditor requires local government agencies to take an annual Fraud Risk Assessment (FRA) Questionnaire. It was brought up during the 2024 audit CSWA does not have a 2023 FRA uploaded with the State Auditor's Office and recommended that both 2023 and 2024 were approved at the same meeting.

For 2023 the District earned 265 points and is in the "high" risk level. Some items could be mitigated in 2024 to reduce the risk level. These are:

- Revise Policies and Procedures to adopt policies related to:
  - reporting fraud and abuse
  - Credit card purchasing
  - IT and computer security
  - Cash receipting and depositing
- Have employees commit in writing to abide by a statement of ethical behavior annually

Recommendation:

For the Board to approve the 2023 FRA and postpone approving the 2024 FRA until items can be mitigated.

Motion for: Motion to accept the Fraud Risk Assessment Questionnaire for fiscal year 2023 as outlined in the June 19, 2024 Board Meeting Packet.

OFFICE OF THE
STATE AUDITOR

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking "Yes" on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked "Yes" and enter the total on the "Total Points Earned" line.
- Based on the points earned, circle/highlight the risk level on the "Risk Level" line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 265/395 *Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	x	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	x	5
b. Procurement?	x	5
c. Ethical behavior?	x	5
d. Reporting fraud and abuse?		5
e. Travel?	x	5
f. Credit/Purchasing cards (where applicable)?		5
g. Personal use of entity assets?	x	5
h. IT and computer security?		5
i. Cash receipting and deposits?		5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	x	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?		20
7. Does the entity have or promote a fraud hotline?		20
8. Does the entity have a formal internal audit function?	x	20
9. Does the entity have a formal audit committee?		20

*Entity Name: Solid Waste Special Service District #1

*Completed for Fiscal Year Ending: 2023 *Completion Date: 05/21/2024

*CAO Name: Mike Kenerley *CFO Name: Lily Houghton

*CAO Signature: ____________ *CFO Signature: ____________

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	x			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	x			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".		x		
4. Are all the people who have access to blank checks different from those who are authorized signers?	x			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?		x		
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	x			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".		x		
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".		x		
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".		x		
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	x			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	x			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	x			

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered "Yes" or "No" with mitigating controls ("MC") in place, or "N/A," the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered "Yes." 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered "No," and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity's governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity's place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

OFFICE OF THE
STATE AUDITOR

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking "Yes" on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked "Yes" and enter the total on the "Total Points Earned" line.
- Based on the points earned, circle/highlight the risk level on the "Risk Level" line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Utah State Capitol Complex, East Office Building, Suite E310 • Salt Lake City, Utah 84114-2310 • Tel: (801) 538-1025 • auditor.utah.gov

Fraud Risk Assessment

Continued

*Total Points Earned: 265 /395 *Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	x	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	x	5
b. Procurement?	x	5
c. Ethical behavior?	x	5
d. Reporting fraud and abuse?		5
e. Travel?	x	5
f. Credit/Purchasing cards (where applicable)?		5
g. Personal use of entity assets?	x	5
h. IT and computer security?		5
i. Cash receipting and deposits?		5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	x	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?		20
7. Does the entity have or promote a fraud hotline?		20
8. Does the entity have a formal internal audit function?	x	20
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*Entity Name: Solid Waste Special Service District #1

*Completed for Fiscal Year Ending: 2024 *Completion Date: 05/21/2024

*CAO Name: Mike Kenerley *CFO Name: Lily Houghton

*CAO Signature: ____________ *CFO Signature: ____________

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10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	x			
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Basic Separation of Duties

Continued

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Canyonlands Solid Waste Service District

Agenda Item J summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Enforcement of Grand County Resolution 3230 – Exclusive Use Solid Waste

Background:

Grand County Resolution 3230 establishes Grand County supports the exclusive use of the District's solid waste landfill facilities for all solid wastes generate by residents and businesses of Grand County, Utah. It has come to the District's attention that other haulers are transporting roll offs out of Grand County to dispose of at other, non-District locations.

Recommendation:

For the Board and Staff to brainstorm ways to enforce this resolution. One possibility would be to coordinate with the Grand County Building Department, which has a more active role in new building projects.

GRAND COUNTY, UTAH

RESOLUTION NO. 3230 (2020)

SUPPORTING THE EXCLUSIVE USE OF SOLID WASTE LANDFILL FACILITIES OPERATED BY THE SOLID WASTE SPECIAL SERVICE DISTRICT #1 FOR SOLID WASTE GENERATED BY RESIDENTS AND BUSINESSES LOCATED WITHIN GRAND COUNTY, UTAH

WHEREAS, the Grand County Council adopted Resolution No. 2156 on March 23, 1993 creating the Grand County Solid Waste Management Special Service District No. 1 (the "District") pursuant to the provisions of the Utah Special Service District Act, Title 17A, Chapter 2, Part 13, Utah Code (1992), and Article XIV, Section 8 of the Constitution of the State of Utah, declaring that the public health, convenience, and necessity required the establishment of the District and that all property included within the boundaries of the District would be benefitted by its creation; and

WHEREAS, as stated in the Notice of Intention to Create the District (Grand County Resolution No. 2146), the District was created for the purpose of constructing, maintaining, and operating a sanitary landfill facility for the disposal of solid waste generated by residents and businesses in Grand County, Utah, to operate a recycling program in Grand County, Utah, and otherwise manage solid waste, and to finance the construction, maintenance, and operation of such facilities and programs through charges for solid waste disposal and the levy of taxes on property in Grand County, Utah, thereby additionally conferring to the District the powers and duties defined in the Utah Solid Waste Management Act [Utah Code Ann. §19-6-5]; and

WHEREAS, as stated in Grand County Resolution No. 2146, the established boundaries of the District are the boundaries of Grand County, including the incorporated cities or towns of Moab and Castle Valley, less the incorporated area of the City of Green River, Utah; and

WHEREAS, upon the creation of the District in 1993, the City of Moab relinquished its responsibility to manage and operate the Moab Landfill to the District on City-owned property until such time as closure of the landfill is complete as documented in a letter dated January 15, 1997; and

WHEREAS, a variety of sanitary landfill sites in Grand County were evaluated as part of a 1993 study entitled "Grand County Solid Waste Management Plan" resulting in the recommended and locally-preferred location being in the Klondike Flats geographic area, and

WHEREAS, the Permanent Community Impact Fund Board authorized a $1,005,675 loan to the District for the construction of a new certified landfill on December 1, 1994; and

WHEREAS, the County Council of Grand County, Utah recognized the need and importance of providing and constructing a cost effective and efficient solid waste disposal system for the residents of Grand County and issued its support for the construction of the Klondike Landfill as proposed by the District through the passage and approval of Grand County Resolution No. 2247 on May 15, 1995; and

WHEREAS, the Moab City Council recognized the need and importance of providing and constructing a cost effective and efficient solid waste disposal system for the residents of Moab City and issued its support for the construction of the Klondike Landfill as proposed by the District through the passage and approval of Resolution No. 06-95 on May 23, 1995; and

WHEREAS, the United States of America gave and granted the District an eighty (80) acre parcel of land in the Klondike Flats geographic area in Grand County, Utah for use as a regional sanitary landfill on August 7, 1995; and

WHEREAS, the Klondike Landfill was constructed, and the District was issued a Class I Solid Waste Landfill Permit from the Utah Department of Environmental Quality to operate a sanitary landfill for the disposal of municipal solid waste and other nonhazardous solid wastes at the Klondike Landfill on October 31, 1996; and

WHEREAS, Utah Administrative Code (UAC) Rule R315 requires owners or operators of permitted solid waste disposal facilities to provide financial assurance for closure and post-closure care costs; and

WHEREAS, solid waste disposal facility closure plans and cost estimates are contained in each associated landfill permit with a post-closure performance standard and monitoring requirement for a minimum of thirty (30) years subsequent to closure to ensure ongoing protection of human health and the environment; and

WHEREAS, Grand County is a county of the State of Utah and, as such, may provide municipal-type services to the residents of unincorporated Grand County; and

WHEREAS, the City of Moab is a municipal corporation of the State of Utah and, as such, provides municipal-type services to its residents; and

WHEREAS, Grand County, Utah and Moab City adopted a joint resolution declaring that satisfying financial assurance requirements may be prohibitively expensive to the District, and that expense may be passed on to the residents of the County and the City, and provided a guarantee, in accordance with the requirements of UAC Rule R315-309-3(8), of the District's financial assurance requirements concerning closure and post-closure care at the Klondike Landfill on January 20, 1998 and December 23, 1997, respectively (Resolution 17-97); and

WHEREAS, Grand County, Utah and Moab City adopted a joint resolution of financial assurance of the Moab Landfill declaring that satisfying financial assurance requirements may be prohibitively expensive to the District, and that expense may be passed on to the residents of the County and the City, and acknowledging and agreeing that as owners of the Moab Landfill, they are financially responsible for the costs of providing closure and post-closure care and corrective action, if needed, on October 19, 1998 and October 20, 1998, respectively (Grand County Resolution No. 2411 and City of Moab Resolution #24-98); and

WHEREAS, on April 25, 2000, the District's loan from the Permanent Community Impact Fund Board for the construction of the Klondike Landfill was transferred to the Utah Permanent Community Impact Fund Board in the form of 1997A Series Landfill Revenue Bonds with a total principal sum of $555,853 and interest rate of three percent (3.0%) per annum with annual principal and interest payments to be made by the District through calendar year 2027; and

WHEREAS, the State legislature mandated that a special service district created before May 1, 2000, may not use the word "county" in its name after January 1, 2005 without the written consent of the local county [Utah Code Ann. §17-50-103(2)(b)]; and

WHEREAS, District Resolution #2003-2 established that the name of the District shall be "Solid Waste Special Service District #1" by which name the District shall thenceforth be known and under which name the District shall thenceforth conduct business effective February 13, 2003; and

WHEREAS, all rules, regulations, resolutions, Board motions, policies and procedures, or parts thereof, contracts, agreements, grants, conveyances, and other documents shall remain in full force and effect, including those that contain the name "Grand County Solid Waste Management Special Service District #1" shall, to the extent allowed by law, from and after the effective date of February 13, 2003, be deemed to have been modified and amended to replace "Grand County Solid Waste Management Special Service District #1" with "Solid Waste Special Service District #1" (the "District") as adopted by Resolution No. 2003-2; and

WHEREAS, the District currently manages and operates three (3) solid waste management facilities in Grand County, Utah: the Klondike Class I Municipal Solid Waste Landfill, the Moab Class IVb Construction and Demolition Debris Landfill, and the Community Recycle Center; and

WHEREAS, the Moab Landfill is permitted to accept construction and demolition debris, yard waste, and inert waste as defined in UAC R315-301 for landfilling and has an estimated lifetime of twenty (20) to thirty (30) years of usable airspace remaining; and

WHEREAS, the Klondike Landfill is permitted to accept municipal, commercial, and industrial solid waste and construction and demolition debris as defined in UAC R315-301, and certain special wastes and other nonhazardous solid wastes in accordance with its Class I Landfill Permit, and has an estimated lifetime of sixty (60) to one-hundred and twenty (120) years of usable airspace remaining; and

WHEREAS, Grand County and the City of Moab have adopted robust sustainability goals, especially as they relate to reducing the generation and atmospheric releases of anthropogenic greenhouse gases; and

WHEREAS, the Moab and Klondike Landfills are not considered to be point source generators or emitters of methane, a potent greenhouse gas, due to the arid regional environment and relatively low moisture content of solid waste delivered for disposal at the District's solid waste management facilities; and

WHEREAS, quarterly methane emissions monitoring is conducted at the Moab and Klondike Landfills to monitor for the presence or absence of explosive gases as a condition of their landfill permits; and

WHEREAS, no measurable or elevated ambient concentrations of methane or other explosive gases have ever been recorded during quarterly methane emissions monitoring at the Moab and Klondike Landfills; and

WHEREAS, the District has developed and continues to enhance solid waste diversion programs, including but not limited to the reclamation of green waste for beneficial reuse, the separation, collection, and recycling of scrap steel, and the institution of a landfilling ban for recyclable cardboard at the Moab Landfill, maintaining and continually enhancing a public recycling drop-off site for source-separated recyclable materials with demonstrated domestic markets, providing an outlet for hard-to-recycle items, including electronic and universal wastes, at the Community Recycle Center while ensuring that recyclable commodities are processed and recycled into new products domestically with an emphasis on local markets, and the development of educational materials and programs that promote the integrated waste management hierarchical philosophies of reduce, reuse, and recycle; and

WHEREAS, the Moab Landfill is the closest landfill in proximity to the major areas of solid waste generation in Grand County, Utah and Moab, Utah that is permitted to accept construction/demolition debris, yard waste, inert waste, and waste tires for disposal, reclamation, or both; and

WHEREAS, the Klondike Landfill is the closest landfill in proximity to the major areas of solid waste generation in Grand County, Utah and Moab, Utah that is permitted to accept municipal, commercial, and industrial solid waste as defined in UAC R315-301, and certain special wastes and other nonhazardous solid wastes in accordance with its Class I Landfill Permit; and

WHEREAS, the Districts primarily funds the operations of its solid waste management facilities and administrative functions through an enterprise fund system by charging fees and collecting revenues for the goods and services it provides.

NOW, THEREFORE, BE IT RESOLVED:

1. The District provides critical services for residents and businesses located within Grand County, Utah, through the operations of its solid waste management facilities and overall purview of solid waste management in Grand County, Utah; and
2. Solid waste management facilities operated by the District provide cost-effective, environmentally-sound, and efficient services for the disposition of solid waste generated by residents and businesses of Grand County, Utah; and
3. The District continues to benefit public health, welfare, and the environment through the operations of its solid waste management facilities in Grand County, Utah; and
4. Utilizing the District's solid waste landfill facilities for the disposal of solid waste discarded by residents and businesses located within Grand County, Utah, provides the most fiscally-sound, efficient, and environmentally-responsible means and methods for solid waste disposal in Grand County, Utah; and
5. Early closure of the District's solid waste landfill facilities would be cost prohibitive to the District, Grand County, and the City of Moab; and
6. Grand County, Utah supports the exclusive use of the District's solid waste landfill facilities for all solid wastes generated by residents and businesses of Grand County, Utah that are discarded, collected, transported, and transferred for disposal in Grand County, Utah.

PASSED THIS 7th DAY OF JULY 2020, by the following vote:

Those voting aye: McGann, Paxman, Woytek, Wells, Hawks, Clapper, Halliday
Those voting nay: __________
Absent: __________

GRAND COUNTY

Mary McGann

Mary McGann, Chair
Grand County Council

ATTEST:

QHall

Quinn Hall, Clerk/Auditor

INTERLOCAL AGREEMENT BETWEEN
MOAB CITY AND THE SOLID WASTE SPECIAL SERVICE DISTRICT# 1
DBA CANYONLANDS SOLID WASTE AUTHORITY

THIS INTERLOCAL AGREEMENT ("Agreement") is made and entered into by and between Solid Waste Special Service District # 1 dba Canyonlands Solid Waste Authority ("District") and Moab City ("City"), a Utah municipal corporation, collectively referred to as "Parties."

RECITALS

WHEREAS, the District is a solid waste special service district organized and existing under the laws of the State of Utah and is a public agency as defined under the Utah Interlocal Cooperation Act, Utah Code Ann. §§ 11-13-101 et seq.; and

WHEREAS, the City is a municipality within the State of Utah and is a public agency as defined under the Utah Interlocal Cooperation Act; and

WHEREAS, the District has the capability and authority pursuant to Utah Code Ann. §§ 19-6-501 et seq. to provide solid waste management services, including solid waste collection, hauling, and disposal of recyclable materials and solid waste, including the exclusive right to levy and collect a fee or charge based upon rates and to discharge its responsibility through its governing body, the Administrative Control Board, to the benefit of residents and commercial businesses within the City's jurisdiction; and

WHEREAS, this Interlocal Agreement provides the efficient use of the District's powers by enabling the City and the District to cooperate on the basis of mutual advantage, the benefit of economy of scale, and the overall promotion of the general welfare of the Parties; and

WHEREAS, the City seeks to avail itself of such recycling and solid waste services for the benefit of its residents and commercial businesses; and

WHEREAS, the District and the City desire to enter into this Interlocal Agreement to outline the provision of recycling and solid waste management services within the City, in accordance with the terms and conditions herein; and

WHEREAS, the District shall provide recycling and solid waste management services within or outside its jurisdiction in accordance with applicable laws, regulations, and best practices; and

WHEREAS, the District shall adjust its rates and fees so as to maintain sustainable operations as it provides solid waste services to the City and Grand County's residents and commercial businesses as provided in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

ARTICLE 1: DEFINITIONS

1. **“Fees"** shall refer to the monetary charges collected by the District from City residents and commercial businesses for the provision of Services.
2. **“Governing Body”** shall be the Administrative Control Board of the District, which includes a Moab City Council Representative.
3. **"Rates"** shall mean the charges established by the District for the provision of Services as agreed to in this Agreement.
4. **"Services"** shall mean the recycling and solid waste management services provided by the District, including, but not limited to, the purposeful and systematic collection, transportation, storage, processing, recovery, and disposal of recyclable materials and solid waste.

ARTICLE 2: SCOPE OF SERVICES

The District shall provide comprehensive recycling and solid waste management services to the City as provided in Attachment 1 attached hereto and incorporated herein by reference and the other referenced attachments incorporated by this reference. The District shall be exclusively responsible for performance of all duties hereunder, including the administration of accounts, requests, invoicing, collection of fees, and customer service.

ARTICLE 3: RESPONSIBILITIES OF THE DISTRICT

1. **Setting of Rates**: The District shall have the exclusive authority to set rates and collect fees for the services provided under this Agreement, subject to the terms addressing rate setting within this Agreement. Such rates shall be determined based on the cost of providing services, necessary operational improvements, and maintaining a reserve for contingencies.
2. **Collection of Fees:** The District shall establish procedures for billing and collection of fees from residents of the City and other customers. The District shall make all reasonable efforts to ensure the efficient collection of such fees.
3. **Public Notice, Meetings, and Hearings:** Prior to any adjustment of rates or fees, the District shall hold public meetings or hearings in compliance with Utah Code Ann., Title 52, Chapter 4, Utah Open and Public Meetings Act, to provide residents and stakeholders an opportunity to comment on proposed rates and ensure rate adjustments are made transparently and with public input. The District shall provide all customers with clear written notice of upcoming rate changes with at least three (3) weeks advance notice of any rate changes to be considered or to be implemented.

ARTICLE 4: RATE CHANGES

1. The District shall modify its collection procedures over a transition period not to exceed six (6) months from the date of this Interlocal Agreement so that the City no longer imposes any rates or collects any fees for solid waste management services provided by the District.
2. In this transition process, the District shall provide notice prior to September 1, 2024, of its modifications in billing protocols and utilize an outreach coordinator to inform the public.
3. No earlier than September 1, 2024, the District shall impose rates and collect fees on all residential and commercial business accounts located within the City, thereby removing any

previous authority or requirements held by the City for billing or collecting any fees for any garbage or recycling services provided by the District.

4. Future rates shall be roughly proportional to the services rendered and shall be determined based on factors including but not limited to the type and volume of solid waste generated, operational costs, capital investments, demonstrable differences in service levels, and other relevant factors.
5. The City and the District may renegotiate residential trash rates at the end of five (5) years if requested in writing by either party.

ARTICLE 5: TERM OF AGREEMENT

This Agreement shall take effect July 1, 2024, and shall continue in effect for a period of ten (10) years, unless terminated as provided herein. The Agreement may be renewed upon mutual written agreement of the parties for up to an additional ten (10) year term, with no later than thirty (30) days' notice prior to expiration of the preceding term.

ARTICLE 6: AMENDMENTS

This Agreement may only be amended, modified, or supplemented by an agreement in writing signed by both parties hereto.

ARTICLE 7: FORCE MAJEURE

If either party is prevented in whole or in part from performing its obligations under this Agreement by unforeseeable causes beyond its reasonable control and without its fault or negligence, e.g. due to strike, fire, flood, extreme weather event, or similar causes, then the party so prevented shall be excused from whatever performance is prevented by such cause, provided that it resumes full performance immediately upon cessation of the intervening force or event. To the extent that a force majeure event prevents solid waste collection from being performed, the District must provide written notice to the City of such condition within three (3) days from the onset of such condition. If the force majeure event continues for twenty (20) consecutive days or more, then either party may terminate this Interlocal Agreement without further liability.

ARTICLE 8: EARLY TERMINATION BY CITY/NOTICE

Notwithstanding the terms contained herein, the City may terminate this Agreement any time without cause by providing written notice of termination to the District. Such notice shall be delivered at least eight (8) months prior to the termination date contained in said notice. In the event of termination without cause by the City, the District shall be paid for services rendered to the date of termination, subject only to any other claims arising under this Agreement. Such payment shall be the District's sole right and remedy for such termination.

ARTICLE 9: MISCELLANEOUS PROVISIONS

1. **Subcontractors**. All work provided under this Agreement shall be provided by the District which shall not subcontract all or any part of the work set forth in this Agreement without the

prior written consent of the City, and any City consent shall be granted at its sole discretion.

2. **Assignment**. The District shall neither assign any responsibilities nor delegate any duties arising under the Agreement without the prior written consent of the City.
3. **Acceptance Not Waiver**. The City's and/or the District's approval or acceptance of, or payment for any of the services under this Agreement shall not be construed to operate as a waiver of any rights provided to the parties under this Agreement or any cause of action arising out of this Agreement. The failure to invoke remedies with respect to any particular act or omission constituting a breach shall not be regarded as a waiver with respect to any other or successive act or omission constituting a breach.
4. **Integration/Modification**. This Agreement is the sole and complete agreement of the parties and supersedes all prior oral or written agreements, representations, or promises between the parties. This Interlocal Agreement may only be modified in a writing duly executed by both parties in the same manner as set forth on the signature page below.
5. **Interpretation**. This Agreement is the product of mutual bargaining. It shall be interpreted in accordance with its plain meaning, regardless of the extent to which either party participated in the drafting.
6. **Severability**. If any term or provision of this Agreement shall be found to be unlawful or unenforceable, it shall be stricken, and the remainder of the document shall be enforced in accordance with its terms without invalidating the entire Agreement.
7. **Default**. Each term and condition hereof shall be deemed a material element of this Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default thereof.
8. **Remedies**. Prior to invoking any remedies for breach, the non-breaching party shall first deliver written notice to the other party identifying the act, omission, or event constituting a default and then provide the other party a period of not less than seven (7) calendar days in which to cure or abate the default. Cure within that period shall reinstate all rights of the parties under this Agreement. If a default is not timely cured, the non-breaching party is not required to deliver multiple or successive notices of default. In the event a default or breach remains uncorrected, the party providing notice may elect to: (a) terminate the Agreement and seek damages; (b) treat the Agreement as continuing and require specific performance; or (c) pursue any other remedy at law or equity.
    a. In any suit arising under this Agreement the court shall award the substantially prevailing party its reasonable attorney fees and court costs in addition to any other relief.
    b. Neither party shall be liable to the other party for consequential damages, lost profits, non-economic damages, or similar relief that might otherwise be claimed because of breach.
    c. In the event that service default(s) remain uncured, the City may assess liquidated damages against the District, which may be deducted as against sums otherwise payable to the District or collected by other means.
    d. The parties may combine or pursue multiple or alternative remedies as may fit the circumstances of the breach. Should either party seek injunctive relief, it may obtain that relief without the necessity of posting a bond to secure the same.
9. **Appropriation**. To the extent this Agreement or any provision in it constitutes a multiple fiscal year debt or financial obligation of the City, it shall be subject to annual appropriation by City Council as required. The City shall have no obligation to continue the Agreement in

any fiscal year for which no such supporting appropriation has been made.

10. **Performance in Conformity with Law**. All operations of the District, including all solid waste disposal operations, shall be performed in conformity with applicable federal, state, and local laws and regulations. All materials delivered for disposal shall be disposed of at lawfully licensed and approved facilities, and in accordance with all applicable regulations.
11. **Safety**. All the District operations shall be performed in conformity with applicable workplace safety regulations. The District shall assure that its employees are properly trained in the use of its equipment and in safe operating practices, and that all employees possess valid driver' s licenses of a type applicable to the equipment they operate. The District shall take appropriate personnel action against its employees who are found to engage in unsafe or unauthorized workplace behavior. Equipment and vehicles used by the District shall at all times be properly licensed for operation on public streets, if applicable. The District shall routinely inspect all equipment and vehicles used in the performance of this Agreement and assure that same is maintained in a safe and operational condition.
12. **Governing Law/Venue/Jury Waiver.** The laws of the state of Utah govern this Interlocal Agreement. The sole venue for any legal dispute arising from or concerning this Interlocal Agreement shall be the courts of Grand County, Utah. In any such proceeding the court shall decide all matters in dispute, without a jury, regardless of the denomination of any claims that might be brought.
13. **Approval.** This Agreement is a valid, binding, and enforceable obligation executed after all parties have obtained the necessary authority.

ARTICLE 10: IMMUNITY

The City and the District, as a Utah governmental entities, possess certain immunities by law, including immunity under the Utah Governmental Immunity Act, U.C.A. § 63G-7-101, et seq. Nothing in this Interlocal Agreement waives or abrogates any legal immunities possessed by the City nor the District.

ARTICLE 11: NOTICE

Notice under this Agreement shall be valid if sent by United States First Class mail, personal delivery, or courier to the address designated below. Email notice is acceptable if it is followed by written notice in the manner otherwise provided in this section. The parties may alter their address for notice at any time upon delivery of written notice to the other stating the new address. The addresses of the parties are as follows:

City of Moab
217 East Center Street Moab, UT 8452
Attn: City Manager
Email: deveritt@moabcity.org (435) 259-5121

Solid Waste Special Service District#1
dba Canyonlands Solid Waste Authority
1000 Sand Flats Road
Moab, UT 84532

Email: mkenerley@swssd1.org

ARTICLE 12: INDEMNITY/INSURANCE

The District agrees to indemnify and hold the City, its officers, agents and employees harmless from any and all actions, suits, claims, demands or liability of any character whatsoever, including reasonable costs of defense, brought or asserted for injuries to or death of any person or persons, or damages to property arising out of, resulting from or occurring in connection with the acts or omissions of the District, its officers, agents, or employees under this Interlocal Agreement.

The District shall provide and maintain insurance coverage for the duration of this Interlocal Agreement. The District shall deliver to the City a copy of certificates of insurance evidencing the insurance coverage. Except for worker's compensation coverage, all insurance policies required to be maintained by the District shall name the City as an additional insured.

ARTICLE 13: CONFIDENTIALITY

The District acknowledges that the City has established policies and procedures with regard to the handling of confidential information and other sensitive materials. Unless otherwise specifically agreed in writing, the District agrees to keep and maintain all information provided to it by the City confidential, and not disclose or use the same for any purposes unrelated to performance of this Interlocal Agreement. All document disposal, shredding, or similar services provided by the District shall be performed in such a manner that all confidential information is destroyed or rendered unreadable.

ARTICLE 14: APPROPRIATION

To the extent this Interlocal Agreement or any provision in it constitutes a multiple fiscal year debt or financial obligation of the City, it shall be subject to annual appropriation by City Council as required. The City shall have no obligation to continue the Interlocal Agreement in any fiscal year for which no such supporting appropriation has been made.

ARTICLE 15: DISPUTE RESOLUTION

Any disputes arising out of or relating to this Interlocal Agreement shall be resolved through negotiation between the parties. If a dispute cannot be resolved through negotiation, the parties agree to participate in mediation before resorting to litigation.

IN WITNESS WHEREOF, the parties have executed this Interlocal Agreement as of the last date written below.

SOLID WASTE SPECIAL SERVICE DISTRICT# 1 DBA CANYONLANDS SOLID WASTE AUTHORITY

BY: ______________________________
Name:

Title:

DATE: ___________________________

BY: ______________________________
Name:
Title:

DATE: ___________________________

CITY OF MOAB

ATTACHMENT 1
GENERAL SPECIFICATIONS

Contents:

1. <u>Provision of Services Generally – Scope of Services.</u>

District shall provide all labor, equipment, apparatus, appliances, tools, transportation and permits as required for trash and recycling hauling from commercial, residential, and centralized outdoor collection sites within the City. District will also provide trash and recycling hauling for specified City buildings and facilities.

District shall procure all licenses, pay all charges and fees, and give all notices necessary and incidental to the lawful fulfillment of the services to be provided. All services performed under this contract will be to the highest industry standards for services of this type, done by those normally engaged in this type of business, and shall also comply with all applicable codes and regulations. District shall comply with all City, State and Federal health and environmental safety laws and regulations while performing the prescribed work.

District will be held liable for damage resulting from negligence. Multiple incidents of damage or safety violations may be cause for termination of this ILA and restrictions from future contracts.

2. <u>Recycling Services</u>

a. Recyclable materials accepted under this Agreement are as follows:
   - Newspaper (ONP), including all inserts
   - Cardboard (OCC), flattened
   - Chipboard boxes, cereal and tissue type
   - Magazines and glossy prints
   - Junk mail and bulk mixed paper
   - Office paper, white and colored
   - Plastic bottles and tubs #1-5, #7
   - Aluminum beverage containers
   - Tin cans
   - To go hot beverage cups (excluding polystyrene)

b. The District shall provide a large receptacle at up to three (3) designated locations of the City's choice, in consultation with the District, in addition to the existing facility at the

Recycling Center. The District will be responsible for hauling the dumpsters to the Community Recycling Center and the Klondike Landfill, payment for which will be billed to the City.

3. Communication and Coordination

District's Designated Single Point of Contact ("SPOC"): District shall designate a SPOC with whom the City and District's commercial, residential, and centralized outdoor collection sites customers within the City's limits will communicate to handle any matters related to this ILA. The SPOC must hold a position that allows them to take appropriate action for immediate problem resolution.

When District's SPOC is not available (vacation/illness, out of office, etc.), an alternate point of contact name, phone number, and email address shall be provided to the City. District shall give the City written notification of any SPOC change within two (2) calendar days of the change.

4. Hours of Work; Holidays.

District shall coordinate with facility managers to determine mutually agreeable collection times for all refuse containers. District may not collect waste or recyclables between the hours of 7:00 p.m. and 6:00 a.m. in or adjacent to a residential neighborhood.

District will maintain reasonable and consistent office hours along with an all-hours emergency contact.

New Year's Day, Christmas Day, and Thanksgiving Day are considered holidays under this ILA. If any of District's regularly scheduled service days fall on a holiday, District will provide collection service on the next regular work day.

5. Frequency and Timing of Service.

Regular curbside service shall occur either weekly or every-other-week for trash and recycling collection and hauling. District shall not commence collection in residential areas prior to 6:00 a.m. or continue collection after 7:00 p.m., notwithstanding Moab Municipal Code ("MMC") 8.024.040.B.b., which noise restriction may be waived by the City Manager or City Council through application pursuant to MMC 8.24.070. If there is some type of mechanical failure, equipment problems, or service failure, this noise restriction may be temporarily waived by the City Manager without application. Residential service requirements apply to all long-term residential dwellings, including apartment complexes, trailer parks, manufactured home parks, and other multifamily developments.

6. Commercial Operational Requirements.

Commercial pickup frequency and volume are negotiated between District and commercial customers on an individual basis. District will work closely with commercial customers to right-size their receptacle and encourage group use of receptacles in order to maximize the efficient collection of trash and recycling.

7. Municipal Facilities Operational Requirements.

District shall collect trash and recycling from municipal bin locations at a frequency and at locations described in Attachment 2. Materials that will not be collected include: construction debris, concrete, asphalt, dirt, hazardous wastes, light bulbs, batteries, surplus scrap metals, appliances, refrigerators, and electronic waste (computers and electronic equipment).

The following items will be provided by the District to facilitate collections at the municipal bin locations:

a. Trash and Recycling Containers: District shall at minimum furnish fixed-hinge, covered trash and recycling containers in good condition, with appropriate locking devices as needed, of the size and quantity required as described in Attachment 2. Other equipment such as polycart containers or compacting containers may be designated for collection in some instances. All containers must be approved by the City prior to placement.
b. District shall provide up to twelve (12) roll-off trash containers annually upon request at a location designated by the City at no additional charge; additional roll-off containers shall be provided at the rate described in Attachment 2.
c. Signage: District shall furnish signage for containers as provided for use in outdoor collection sites.

If the City desires to change the frequency of service and/or size of containers at its facilities, the City and the District shall negotiate changes in rates accordingly and amend Attachment 2 by ordinance to reflect those changes.

8. <u>Security Clearance and Worker Identification Requirements for City Facilities.</u>

Prior to beginning work under this ILA, any District employee who will work pursuant to this ILA must obtain a background clearance using Utah Database Investigations and/or Utah Bureau of Investigations-Crime Information Center. Security clearance requirements apply in particular to: personnel who handle secure documents or perform destruction services and to personnel entering secured areas such as police services, water treatment facilities, wastewater treatment facilities, and the trash pickup area at City Hall. It may be extended at the City's discretion to any personnel who enter City premises in the course of duties.

9. <u>Billing.</u>

a. District shall provide a single monthly billing statement to the City Treasurer that itemizes service fees for each municipal facility location's subscription service level, listed by the appropriate location.
b. District shall provide a separate, itemized bill to the Treasurer for any extra services rendered to a municipal facility location.
c. All payments for extra municipal services will be made by the City on a net-30 days' basis from the date of the invoice.
d. City reserves the right to withhold or deduct payment to the District for missed or skipped pickups to a municipal facility.
e. Adjustments to any month's billing summary may be made in subsequent months if approved in writing by the City Treasurer and District.
f. The District may stop service to any residential or commercial account that is past due sixty (60) days.

g. Customers may opt out of the recycling program once per year, during July only. The City reserves the right to make participation mandatory in the future, subject to proper notice and compliance with applicable laws and regulations.

10. <u>Additional Provisions.</u>

District shall maintain all trash containers in a clean, sanitary, and serviceable condition at all times, and shall wash and sanitize containers as needed and upon request with an occurrence fee as listed in Attachment 2.

District shall suitably repair or replace any malodorous, vandalized or damaged containers. Corrective action is to be taken to remedy the situation within one (1) week of notice to the District.

The City may provide, at its own expense, decorative enclosures for trash and recycling containers located in a public space such as Main Street, city parks, or city facilities. The City and the District will work together to ensure that enclosures will not unreasonably affect the District's ability to service the containers within them.

ATTACHMENT 2
RATES AND FEES

Residential Trash			
	Size	Weekly P/U	EOW** P/U
2024-25	$96.00	$26.00	$22.00
	65*	$24.00	$20.00
2025-26	$96.00	$28.00	$24.00
	65*	$26.00	$22.00
2026-27	$96.00	$30.00	$26.00
	65*	$28.00	$24.00
2027-28	$96.00	$32.00	$28.00
	65*	$30.00	$26.00
2028-29	$96.00	$34.00	$30.00
	65*	$32.00	$28.00
*Current 65 gallon customers only			
**Every other week			

Commercial & Residential Recycling											
	Reload*	**Special PU****	**EOW**	**1-X-Week**	**2-X-Week**	**3-X-Week**	**4-X-Week**	**5-X-Week**	**1 X Week**	**2 X Week**	**CUF*** **
	Commercial Residential	Commercial Residential	Commercial Residential	Commercial Only					Multifamily		
96-GL Recycle Cart											
Proposed Rate	$10.00	$18.00	$18.00	$22.00	$45.00	$65.00	$80.00	$100.00	$40.00	$50.00	$18.00
Additional Cart Pricing - Same price as original base cart - *not available for EOW Service											
2-YD - Cardboard Container											
Proposed Rate	$30.00	$45.00	$45.00	$70.00	$130.00	$195.00	$260.00	$330.00			$45.00
Add To Base Rate For Each Additional Container			*$38.00*	*$62.00*	*$117.00*	*$176.00*	$236.00	$298.00			
3-YD - Cardboard Container											
Proposed Rate	$40.00	$55.00	$55.00	$90.00	$165.00	$245.00	$330.00	$410.00			$55.00
Add To Base Rate For Each Additional Container			*$47.00*	*$79.00*	*$150.00*	*$224.00*	*$298.00*	*$371.00*			
4-YD - Cardboard Container											
Proposed Rate	$50.00	$65.00	$65.00	$105.00	$200.00	$295.00	$395.00	$490.00			$65.00
Add To Base Rate For Each Additional Container			*$58.00*	*$79.00*	*$182.00*	*$269.00*	*$358.00*	*$447.00*			
6-YD - Cardboard Container											
Proposed Rate	$75.00	$90.00	$85.00	$145.00	$270.00	$400.00	$525.00	$655.00			$85.00
Add To Base Rate For Each Additional Container			*$78.00*	*$131.00*	*$246.00*	*$362.00*	*$480.00*	*$598.00*			
8-YD - Cardboard Container											
Proposed Rate	$100.00	$120.00	$110.00	$185.00	$345.00	$505.00	$670.00	$835.00			$110.00
Add To Base Rate For Each Additional Container			*$99.00*	*$166.00*	*$312.00*	*$459.00*	*$608.00*	*$758.00*			
Additional Fees:											
Drive in/back door service for 95GL carts: $15/month											
Locking bar - $50 installation fee and a $5 monthly rental fee											
Occurrence/Trip Fee: delivery, change in service, removal, or cleaning - $15/cart, $25/container											
Manual pickup for cardboard: $20/month for EOW, $50/month for 1x week, $85/month f											
*Assessed to Customers when cleanup or overflow occurs and District staff must reload the container											
**Assessed when a Customer requests an off-route pickup for overflow or special event											
***Containers put on hold or do not get hauled at least once a month will be charged a container use fee (CUF) based on the regular minmum pick-up rate											

Commercial Trash	Reload*	Special PU**	Every Other Week	1-X-Week	2-X-Week	3-X-Week	4-X-Week	5-X-Week	6-X-Week	7-X-Week	CUF***
65-GL											
	$10.00	$20.00	$23.40	$46.80							
96-GL											
	$10.00	$20.00	$26.00	$48.00	$72.00	$96.00	$175.00	$210.00	$280.00		
Additional Cart Pricing - Same price as original base cart - *not available for EOW Service *											
2-YD - Trash Container/Dumpster											
			$51.00	$80.00	$151.00	$250.80	$334.80	$423.60	$534.00	$664.80	$46.00
Add To Base Rate For Each Additional Container		→		$74.00	$138.00	$209.00	$279.00	$353.00	$445.00	$554.00	$46.00
3-YD - Trash Container/Dumpster											
				$100.10	$188.10	$307.20	$408.00	$511.20	$634.80	$781.20	$54.00
Add To Base Rate For Each Additional Container		→		$91.00	$171.00	$256.00	$340.00	$426.00	$529.00	$651.00	$54.00
4-YD - Trash Container/Dumpster											
				$118.80	$224.40	$361.20	$480.00	$600.00	$741.60	$904.80	$64.00
Add To Base Rate For Each Additional Container		→		$108.00	$204.00	$301.00	$400.00	$500.00	$618.00	$754.00	$64.00
6-YD - Trash Container/Dumpster											
				$157.30	$294.80	$472.80	$626.40	$780.00	$955.20	$1,153.20	$85.00
Add To Base Rate For Each Additional Container		→		$143.00	$268.00	$394.00	$522.00	$650.00	$796.00	$961.00	$85.00
8-YD - Trash Container/Dumpster											
				$194.70	$367.40	$589.20	$781.20	$972.00	$1,185.6	$1,422.00	$106.00
Add To Base Rate For Each Additional Container		→		$177.00	$334.00	$491.00	$651.00	$810.00	$988.00	$1,185.00	$106.00
Additional Fees:											
Loose Trash: $15 Per Yard for all Trash District Staff are Required to Cleanup											
Saturday service - $50 service charge											
Sunday service $100 service charge											
Locking Bar - $50 installation fee and a $5 monthly rental fee											
*Assessed to Customers when cleanup or overflow occurs and District staff must reload the container											
**Assessed when a Customer requests an off-route pickup for overflow or special event											
***Containers put on hold or do not get hauled at least once a month will be charged a container use fee (CUF) based on the regular minmum pick-up rate											

City Facilities				
Site Name	**Quanity**	**Container Size**	**Frequency**	**Proposed Annual Base Rate**
Old City Park	2	2T	2	$3,060.00
	2	96R	1	
Street Cans	40	96T Metal Containers	x 2 - All & x3 - Main Core	$22,800.00
	10	65R	2	
Animal Shelter*	1	96T	1	$2,700.00
	1	96R	EOW	
MARC	1	2T	2	$1,680.00
	2	96R	1	
Ball Park	6	96T	1	$1,500.00
	6	96R	1	
Rotary Park	2	2T	2	$2,400.00
	3	96R	1	
Public Works Yard	1	8T	1	$2,160.00
	1	96R	1	
WRF	1	96T	1	$300.00
MRAC	1	2T	2	$2,040.00
	1	96R	1	
	1	HPC	1	
City Hall	1	2T	3	$2,580.00
	1	96R	2	
Swanny Park	-	-	-	$2,520.00
	-	-	-	
	1	4T	2	
Lions Park	3	3T	3	$5,400.00
	2	96R	1	
Additional rolloff	1	18YD - Trash	-	$525.00
Glass Rolloff hauling	1	18YD	-	$200.00
Totals				**$49,140.00**
*Amount includes carcass dispoal and access to Transfer Station				

Canyonlands Solid Waste Service District

Agenda Item L summary 6.19.24 Meeting

Presenter: Lily Houghton

Need or issue before the Board:

Add Executive Director as a signer on the MACU bank account.

Background:

In an effort to reduce the burden on the Board to sign checks, I ask to consider adding the CSWA Executive Director as a signer. The expenditure approval process would remain the same with 5 people involved in the approval process:

1. Lily or Savannah enter invoices with Purchase Orders or other prior approval
2. District Clerk and one other Director match invoices with payments for accuracy
3. Two Executive level signers match invoices with payments for accuracy and sign checks

If approved, this would theoretically reduce the number of times a board member would have to come to sign checks to once every 10 weeks, or roughly once per quarter.

Recommendation:

For the Board to consider adding Mike Kenerley, Executive Director, as a signer to CSWA's bank accounts.