

**Solid Waste Special Service District #1**

2295 S Highway 191

Moab, Utah

Wednesday, January 21, 2026, 4:30 P.M.

Regular Meeting and Public Hearing Minutes

The Solid Waste Special Service District #1 Administrative Control Board met on the above date and time at the Administrative Office at the Transfer Station located at 2295 S Highway 191, Moab, Utah. Chair, Colin Topper, called the Meeting to order at 4:30 PM. In attendance were Colin Topper (Chair/Moab City Council Representative), LJ Blackburn (Vice-Chair), Mike Duniway (At-Large Representative). Ashley Wareham (Treasurer) arrived at approximately 4:35 PM. AJ Throgmorton (At-Large Member) attended via Zoom. Mary McGann (Grand County Commission Representative) attended via Zoom, joining at approximately 4:35 PM.

SWSSD1 Staff Present: Chris Scovill (District Manager), Lily Houghton (Administrative Coordinator), and Nick Lundberg (District Accountant).

These minutes are presented in the order of the agenda and not necessarily in the order of discussion. The board packet is available on Utah Public Notice webpage:

<https://www.utah.gov/pmn/sitemap/notice/1052999.html>

**Citizens' Input:**

No citizens to be heard. The Board observed one minute of silence in honor of Mike Johnson, a District employee who passed away.

**A. Action Item: Review and Approval of December 10, 2025 Regular Meeting and Public Hearing Minutes**

Chris Scovill brought up a correction in the Board report section that new trash carts for Main Street had not been placed as of the meeting date.

LJ Blackburn motioned to approve the December 10, 2025 Meeting Minutes with the adjustment as described. Mike Duniway seconded. Motion passed 6-0.

**B. Action Item: Review and Approval of December 2025 Financials**

Lily Houghton provided an overview of the December 2025 financials. Total December expenditures amounted to \$686,959.07. Payroll expenses for December totaled \$220,535.86. Operation accounts expenses were \$346,423.21.

Mike Duniway motioned to approve the expenditures of the month of December 2025 in the amount of \$686,959.07 as presented in the Board Packet. Ashley Wareham seconded. Motion passed 6-0.

### **C. Staff Reports**

**a. Chris Scovill** gave a detailed report covering updates to the Strategic Management Plan, 2025 fiscal audit and associated reporting deadlines to Grand County, operations, and upcoming meetings with the Utah Department of Environmental Quality (UDEQ).

Highlights included potentially expanding the Spring Voucher Program to include the Transfer Station to mitigate incoming volumes, upcoming staff trainings for the new Alternative Daily Cover machine and EcoDrum composter, and a potential grant to help with tire disposal costs.

**b. Lily Houghton** provided a brief update including organizing files and disposing of documents per retention schedules, and closing the 2025 fiscal year. She reminded board members of their yearly training requirements.

**c. Jessica Thacker** was not present and provided an update via a written report available in the Board Packet.

**d. Nick Lundberg** gave a detailed report of upcoming reporting deadlines to the State, and other financial tasks. Nick spoke with Shaun Johnson, a representative from the District's financial audit firm. Nick confirmed the on-site audit would take place the week of 5/4/26 (exact date(s) TBD), and that much of the audit would be conducted off site in order to meet the final report deadline of 5/18/2026 set by Grand County's Audit committee.

### **D. Board Reports**

**Mary McGann** reported at the recent Grand County Commission meeting a representative from the Utah Division of Wildlife praised Chris Scovill efforts to help dispose of deer with chronic wasting disease.

**Colin Topper** added Chris Scovill's work is restoring trust in the District, and asked to be updated after Chris meets with UDEQ.

### **E. Old Business (if any)**

There was no old business discussed.

**F. Discussion/Action Item: Open Enrollment for City of Moab Residents**

There was a discussion to potentially end the Open Enrollment period for City of Moab residents. Several board members expressed interest, and the item was postponed to the February meeting. No action was taken.

**G. Action Item: Extension of MOU with Moab Solutions for Recycling**

A discussion of the MOU and current relationship with Moab Solutions ensued. The proposed extension would continue current work, and maintain the same financial cap set in 2025.

Mike Duniway motions to accept the MOU Extension Agreement as presented in the board packet. LJ Blackburn seconded. Motion passed 6-0.

**H. Action Item: Board Compensation – Residential Curbside Collection Service**

There was a discussion of potential board compensation. The board agreed this could be an incentive to attract and retain volunteer board members and requested more specific wording to consider.

Mary McGann motions to postpone the item concerning compensation to the February meeting. Mike Duniway seconded. Motion passed 6-0.

**I. Action Item: Items to Surplus**

Chris gave a report on a current item to surplus.

Ashley Wareham motions to approve the item as listed in the board packet as surplus. LJ Blackburn seconded. Motion passed 6-0.

**J. Discussion/Possible Action Item: Solid Waste ACB Board Vacancy Recommendation**

There was a discussion regarding amending the bylaws to reclassify the Castle Valley board seat to an at-large seat of the District’s service area to be submitted to the Grand County Commission.

Mary McGann motioned to change the bylaws to state the Castle Valley appointment is now considered an at large appointment and have this sent to the Grand County Commission to consider at their next meeting. Mike Duniway seconded. Motion passed 6-0.

**K. Next ACB Meeting is Scheduled for Wednesday, February 18, 2026, beginning at 4:30 PM**

**L. Adjournment**

The regular meeting was adjourned by Colin Topper at 5:44 PM.

Respectfully submitted to the Board,

Lily Houghton  
Administrative Coordinator