

**Solid Waste Special Service District #1
2295 S Highway 191
Moab, Utah**

**Wednesday, March 18, 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), Ashley Wareham (Treasurer), Mike Duniway (At-Large Representative), AJ Throgmorton (At-Large Member). Mary McGann (Grand County Commission Representative) arrived at approximately 4:35 PM.

SWSSD1 Staff Present: Chris Scovill (District Manager), Lily Houghton (Administrative Coordinator), Jessica Thacker (Program Manager) 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/1066839.html>

Citizens' Input:

No citizens to be heard.

A. Action Item: Review and Approval of January 21, 2026, Regular Meeting Minutes

LJ Blackburn motioned to approve the January 21, 2026, Meeting Minutes. Mike Duniway seconded. Motion passed 6-0.

B. Action Item: Review and Approval of January and February 2026 Financials

Lily Houghton provided an overview of the January and February 2026 financials. Total January expenditures amounted to \$506,628.85. Payroll expenses totaled \$254,104.69, and Operation expenses were \$252,524.16 in January. Total February expenditures amounted to \$568,617.97. Payroll expenses totaled \$258,159.80, and operation were \$120,458.17 with a \$190,000.00 transfer to the PTIF fund in February.

Mike Duniway motioned to approve the expenditures of the months of January and February 2026 as presented in the Board Packet. LJ Blackburn seconded. Motion passed 6-0.

C. Staff Reports

Chris Scovill gave a summary of the District's current position and progress towards goals, one of which is expanding into the rental and partnering with a new IT provider.

Lily Houghton updated the board on the Utah Retirement System transition to a new platform – AUREUS.

Jessica Thacker updated the board she and other staff attended the SWANA/RCU Beehive Chapter Symposium last week which covered rural waste management/recycling issues. She also provided an update on upcoming and current programs.

Nick Lundberg updated the Board about preparation for the upcoming financial audit, which is scheduled for the week of May 4, 2026.

D. Board Reports

Colin Topper asked fellow board members to review checks for the District every 3rd cycle to spread the duty among members.

Ea: Discussion Item: Financial Assurance

A discussion of financial assurance requirements of the District for landfill closures ensued. Moab (MLF) and Klondike (KLF) Landfills recently underwent permit renewals in 2025/2026, which requires the District to reevaluate construction costs for closure/post closure, which was last completed in 2014. The District is preparing a proposal to allow the District a period of time to bring financial reserves for closure/post closure up to current estimates. Staff are in touch with City of Moab and Grand County regarding their portion of this financial assurance.

Eb. Discussion/Possible Action Item: Compactor Purchase

District staff are looking at different equipment options to best meet current and potential future needs of the District.

Mary McGann motioned to give the District Manager the authority to move forward with determining if the best purchase is a shredder or a compactor and to be able to spend up to \$1.4 million dollars to purchase one or the other. Mike Duniway seconded. Motion passed 6-0.

Ec. Discussion/Possible Action Item: Open Enrollment period for City of Moab residents

Discussions between the District and City Manager agreed ending Open Enrollment periods would provide better customer service.

Mary McGann motioned to change the open enrollment period for the City of Moab residents. AJ Throgmorton seconded. Motion passed 6-0.

Ed. Possible Action Item: Board Compensation – Residential Curbside Collection Service

Mary McGann motioned to compensate non-elected members of the Solid Waste Special Service District #1 board by providing residential curbside collection service up to one 96-gallon trash cart serviced weekly, and one 96-gallon recycling cart serviced every other week. LJ seconded. Motion passed 6-0.

Ee. Discussion Item: Moab Solutions MOU

Chris Scovill provided a clarification residual funds from 2025's six-month MOU will not carry over into 2026; a new MOU for the duration of one year with a \$20,000 cap has been entered into between the District and Moab Solutions to enhance recycling.

Ef. Discussion/Possible Action Item: Board Composition

A discussion of amending the District's bylaws to bring the Southeast Utah Health Department on as a member of the Board ensued. Staff reached out to the County Attorney's office in February seeking guidance on this and will follow up.

F. Presentation: 2025 Employee Years of Service Recognitions

Two staff members, Brandon Bertwell and Greg Tucker were recognized for 15 years of service to the District.

G. Discussion/Possible Action Item: Purchase of a Roll-off Truck

A discussion of the flexibility an additional truck would provide to the District ensued.

Mike Duniway motioned to approve the purchase of a roll-off truck up to \$275,000. Mary McGann Seconded. Motion passed 6-0.

H. Action Item: Approve Resolution 2026-0301 District Legal Name Clarification

LJ Blackburn motioned to approve Resolution 2026-0301 ratifying and confirming the legal name and status of Solid Waste Special Service District #1. AJ Throgmorton seconded. Motion passed 6-0.

I. Discussion Item: Memorandums of Understanding

Chris Scovill updated the Board on MOUs between the District and other agencies for mutual benefit. The Board advised if MOUs require fee structures deviation, the Board will either approve or ratify to allow for operational flexibility.

J. Discussion Item: May Board Workshop

Thursday, April 30, 2026, from 9:00 AM - 1:00 PM was selected for a Board workshop.

K. Discussion Item: Facility Hours

The District is moving to “on” season hours. On Saturday, 3/21/2026 the Moab landfill (MLF) will reopen on Saturdays. MLF will be open M-F, 8:00 AM – 4:00 PM, and Sat 8:00 AM – 12:00 PM. On Sunday, 3/22/2026 Sunday Route service begins for commercial collections. On Monday, 3/23/2026 the Community Recycling Center (CRC) reopens on Mondays. CRC will be open M-F, 8:00 AM – 4:00 PM, and Sat 8:00 AM – 12:00 PM.

L. Action Item: Social Media Admin Designations

A discussion about Facebook administrators for the districts facebook page ensued. LJ Blackburn, with the help of AJ Throgmorton, agreed to look at this and add staff, as appropriate.

M. Discussion Item: Spring Voucher Program

A discussion of who comprises the “community” the District serves ensued. The Board supported the 2026 spring voucher program only being available to curbside collection customers with active accounts of the District.

N. Future Considerations: Next ACB Meeting will be on Wednesday, April 15, 2026 at 4:30 PM

The regular meeting was adjourned by Colin Topper at 6:42 PM.

Respectfully submitted to the Board,
Lily Houghton
Administrative Coordinator