



Board Meeting May 20, 2021

Meeting Location: Trans-Jordan Cities' Landfill

Attending:

Kane Loader, Chair – Midvale City
Mike Gladbach – Sandy City
Russ Kakala – Murray City
Steve Siddoway – Draper City

Dave Newton, Vice Chair – West Jordan City
Troy McDougal – Riverton City
Jason Rasmussen – South Jordan City

Tim Peters – West Jordan City
Glen Kennedy – Midvale City

Robert Markle – Draper City
Trace Robinson – Riverton City

Brenda Bingham – Secretary

Jordan Hensley – Treasurer

Also Attending:

Jaren Scott – Executive Director
Dwayne Woolley – TJ Consultant
Jason Turville – Trans-Jordan Cities
Teresa Gray - SLCoHD

Craig Hall – Counsel
Jill Fletcher – Trans-Jordan Cities
Chris Barney – Trans-Jordan Cities

Absent

N/A

1 & 2 Welcome and Verbal Roll Call

Kane Loader called the meeting to order at 7:30 a.m. and welcomed all in attendance. Roll was taken and those in attendance are listed above for the record.

3. Public Comment

The floor was open for public comment. No comments were made.

4. Approval of April 2021 Meeting Minutes

Kane opened the floor for any comments or recommended changes to the April 2021 Meeting Minutes. No changes or comments were made.

Steve Siddoway made a motion to approve the minutes of April 2021 and *Russ Kakala* seconded the motion. The motion passed unanimously.

5. Treasurer's Report

Jordan Hensley reported on the following:

Financial Statements – Jordan reviewed the financial statements with the Board. The following items were noted in the report:

- *April 2021 Financial Statements*. Jordan reviewed the April 2021 financial reports with the Board.
- *Scale House Software*. The Scale House software upgrade process went live on May 3rd and went as well as we could have hoped for without any major issues.

- 39 • *Alarm Services.* We upgraded our alarm services to cellular from the previous ground wires. This will help
40 with reliability and should also be a little cheaper than the previous system.
- 41 • *Landfill Visits.* Visits to the landfill are up 19% however tonnage did not increase at the same rate. The
42 average weight of incoming loads are lighter than in the past.
- 43 • *Financial Audit RFP.* Jordan spoke about the current bid for Audit Services. The Board discussed the bid
44 process and decided to award the contract to Keddington and Christensen.

45 *Steve Siddoway* made a motion to award the Audit Bid Contract to Keddington and Christensen. *Trace*
46 *Robinson* seconded the motion. The motion passed unanimously.

47 **6. Proposed Budget FY 2021 - 2022**

48 Jaren Scott and Jordan Hensley presented the Proposed Budget for FY 2021 – 2022. The presentation and
49 proposed budget breakdown are in the file for reference. Highlights of the presentation are below:

- 50 • A Public Hearing for both the Proposed Fee Increase and Proposed Budget FY 2021 – 2020 is scheduled
51 for June 3, 2021 @ 6:00 p.m. and will be held at Trans-Jordan. The meeting will also be available via
52 GoToMeeting for those wishing to attend electronically.
- 53 • Proposed Fee increase effective July 1, 2021: \$20 per ton for Member City MSW and \$35 per ton Gate
54 Rate for MSW.
- 55 • Proposed Overall Revenue of \$12,903,107, which is a 15.1% increase from the current budget.
- 56 ○ The proposed revenue includes an increase in overall incoming tonnage as well as the proposed fee
57 increases.
- 58 • Proposed Expenses of \$8,743,950, which is a 3.47% increase from the current budget. An overview of
59 the expense breakdown is broken out below:
- 60 ○ Personnel = \$4,696,100 (4.18% increase)
- 61 ▪ 1.5% COLA, 3.5% Merit, 5% Health Insurance Increase
- 62 ▪ Removal of Master Mechanic FTE. Jaren explained that the Master Mechanic FTE has been
63 removed from the budget since we were unsuccessful in finding the right individual to fit our
64 needs. In addition, our new mechanic has taken on some additional duties which has helped
65 our shop efficiency. We also have found another 3rd party equipment repair shop that allows
66 more flexibility than relying so heavily on just one vendor.
- 67 ○ Travel / Training = \$101,500 (6.84% increase)
- 68 ▪ Added funds for specialized operator training
- 69 ○ Professional Services = \$597,500 (42.07% increase)
- 70 ▪ Increase engineering by \$150k for Sandy TS
- 71 ▪ Jaren explained that the engineering costs for the Transfer Station can be reimbursed by the
72 future bond for the facility.
- 73 ○ Fuel = \$678,500 (15.49% increase)
- 74 ○ Property Services = \$255,000 (38.10% decrease)
- 75 ▪ Road budget decrease
- 76 ○ Equipment Maintenance = \$907,500 (4.62% decrease)
- 77 ○ Transfer to Other Agencies = \$1,123,000 (4.47% increase)
- 78 ▪ Fees based on incoming tonnage
- 79 ○ Other = \$316,850 (5.54% decrease)
- 80 • Proposed Capital Outlay of \$3,760,000. The breakdown of the proposed capital spending is below:
- 81 ○ Construction
- 82 ▪ PCC Repair & Extension \$800,000
- 83 ▪ Increase capacity by 30%
- 84 ○ Improvements
- 85 ▪ Intersection improvement \$85,000 90th South 700 West

86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108

109
110
111

112
113
114

115
116
117
118
119
120
121

122
123
124
125
126

127
128
129

- Cell 6A – Gas Wells with Drilling \$500,000
- Miscellaneous Improvement \$25,000
- Operations Equipment
 - Compactor \$1,300,000
 - Jason Rasmussen inquired about the decision to purchase the new compactor with cash rather than leasing the unit. Jaren explained that we can pay cash for this unit and still put around \$400,000 into the cash reserve for future projects. Discussion was held regarding the purpose of the proposed rate increases. Jaren reminded the Board that the financial model from Lewis and Young has small rate increases built into the next several years in order to provide for cash flow for new facilities as well as providing a slower rate evolution rather than one significant increase when the landfill is closed and all trash is processed through Transfer Stations.
 - Compactor Lease Payment \$300,000
 - 2nd year of 5-year lease to own
 - 745 Haul Truck Purchase \$600,000 (Purchase from current lease)
 - Fleet Truck \$45,000
 - Auto Scale Upgrade \$70,000
 - This will allow more commercial vehicles access to the unattended scale and improve traffic flow. In addition, this system is also a test for the Sandy Transfer Station where the current design is to have a larger separation between the scale house and commercial traffic.
 - Roll Off Containers (2 additional) \$25,000
 - Miscellaneous Equipment \$10,000

7. Resolution 21-01, Adoption of Tentative Proposed Budget for FY 2021 – 2022

Steve Siddoway made a motion to approve Resolution 21-01, Adoption of Tentative Proposed Budget FY 2021-2022. *Russ Kakala* seconded the motion.

Roll Call Vote:

Draper City – Yes	Midvale City – Yes	Murry City – Yes	Riverton City – Yes
Sandy City - Yes	South Jordan City - Yes	West Jordan City - Yes	

8. Legal Report

Craig Hall reported on the following:
Sandy Transfer Station – Craig reported that all required documents and lease agreements for the Sandy Transfer Station are completed and have been recorded. The next step is to finish the subdivision plat.
NUERA -- The court has officially dismissed the lawsuit from Henderson. We are moving forward with putting in the Landfill Gas system and have notified Henderson so they are aware of how we are proceeding as per our agreement.

9. Board Disclosure Statements

Craig spoke about the Disclosure Statements that the Board completes annually. This document, that is signed by Board Members, includes the Statutory and Ethical Requirements set forth by the State. It has been decided to expand and include Senior Staff in participation of signing the disclosure statements. Jaren noted that this is an important part of our fraud assessment procedure for the State Auditor’s office.

10. Executive Director’s Report

- Jaren Scott reported on the following:
- COVID Updates

- 130 ○ Giving \$25 gift cards to employee who complete COVID vaccination
- 131 ○ Face Masks required when interacting with customers (without plexiglass)
- 132 ○ New permanent intercom system installed at scale house to assist in customer communication.
- 133 Scale house will continue with plexiglass barrier at the window.
- 134 ● Transfer Station Updates
- 135 ○ Jaren has received the draft RFP from Nick Patterson (Forsgren and Associates) for the Transfer
- 136 Station design portion of the project. Nick is the individual who completed this process for
- 137 SUVSWD's new Transfer Station. This step is to pick the design firm who will design and engineer
- 138 the transfer station.
- 139 ○ Internally the RFP is being reviewed by Jaren, Jason and Brenda. Jaren welcomes as much or as little
- 140 involvement that the Board would like in this process. Those who would like to be involved are
- 141 invited to contact Jaren.
- 142 ● Litter Control Labor
- 143 ○ Jaren spoke about the struggles getting temporary labor, especially for litter pick up. In order to
- 144 broaden the labor pool Jaren would like to open this task to relatives of Trans-Jordan Employees.
- 145 This would not be in violation of our nepotism policy as they would be employees of the temporary
- 146 agency and not be reporting to any relative. The Board spoke about the recommendation and had
- 147 no objections.
- 148 ● Meeting for the new SLCoHD HHW Facility
- 149 ○ Jaren updated the Board on the progress of the new HHW Facility (adjacent to the new Sandy
- 150 Transfer Station), showed the current timeline for the building and some conceptual drawings.
- 151 ● Flare Completion
- 152 ○ The final payment for the new Flare has been made and the project is now complete.
- 153 ● Trash and Recycling Data
- 154 ○ Jaren turned the floor over to Jill Fletcher to report on the data gathered from the member cities
- 155 regarding trash and recycling.
- 156 ○ Total residential curbside trash collected from member cities was 161,000 tons. Curbside recycling
- 157 diversion from member cities for the same time period 23,833 tons.
- 158 ○ Reported recycling contamination rate for all member cities combined is 29% vs a 17% national
- 159 contamination rate (single stream programs)
- 160 ○ Trans-Jordan's goal is to educate to reduce aspirational (wish) recycling and contamination. Tours /
- 161 presentations also addresses waste reduction, landfill practices, and correct recycling principles. Jill
- 162 reported that she has started to do presentations again in a few schools.
- 163 ● South Valley Water Update
- 164 ○ Jaren had a conversation with Doug Young regarding the remediation of the South Valley Water
- 165 Facility property.
- 166 ○ Hauling of the non-hazardous (non-biosolid) material to Trans-Jordan has not begun.
- 167 ● Bayview Update
- 168 ○ Jaren reminded the Board that he is currently serving as the O&M Committee Chairman. With this
- 169 responsibility he is spending a good amount of time with the Landfill Manager coaching and
- 170 mentoring as well as guiding new projects.
- 171 ○ Craig is working on the water situation with Provo Water.
- 172 ○ The RFP for the Gas Collection system is due on May 21, 2021.
- 173 ○ A review of Bayview Policies and Procedures has been conducted. One practice that has been
- 174 discovered, but not in a written policy, was the company match up to 8.2% for 401(k). This practice
- 175 has been put on hold until the NUERA Board can review and make a final decision. The O&M
- 176 Committee is recommending a match of up to 5% for 401(k) contributions. This would be the same
- 177 percent as Wasatch Integrated.
- 178 ● WASTECON 2021, Orlando Florida – November 1st – 4th

- 179 ○ WASTECON 2021 will be held in person in November. If you wish to attend, please contact Brenda.
180 ● Zipline Land Lease Request
181 ○ BJTD has been working on the draft lease agreement for the proposed Zipline property lease. Utility
182 and site layout is still being investigated and feasibility determined.
183 ● Road Project Update
184 ○ The asphalt project is nearly completed. Thus far they have completed the parking lot, a new pad
185 where the old flare was located at the PCC, and the crack seal.

186 **11. Chairman's Items**

187 Kane reminded the Board of the upcoming meetings in June. The proposed Fee and Budget hearing will be held
188 on June 3, 2021 at 6:00 p.m. here at Trans-Jordan. The Annual Meeting with the approval of our Budget for FY
189 2021-2022 and Election of Officers will be held on June 17, 2021 at 7:30 a.m. also at Trans-Jordan.

190 **12. Adjourn**

191 No other items were discussed.

192 *Russ Kakala* made a motion to adjourn and *Steve Siddoway* seconded the motion. The meeting adjourned at
193 8:51 a.m.