



5 Board Meeting May 20, 2021

6 Meeting Location: Trans-Jordan Cities' Landfill

7 **Attending:**

| | |
|-------------------------------------|--|
| 8 Kane Loader, Chair – Midvale City | Dave Newton, Vice Chair – West Jordan City |
| 9 Mike Gladbach – Sandy City | Troy McDougal – Riverton City |
| 10 Russ Kakala – Murray City | Jason Rasmussen – South Jordan City |
| 11 Steve Siddoway – Draper City | |
| 12 Tim Peters – West Jordan City | Robert Markle – Draper City |
| 13 Glen Kennedy – Midvale City | Trace Robinson – Riverton City |
| 14 Brenda Bingham – Secretary | Jordan Hensley – Treasurer |

15 **Also Attending:**

| | |
|---|-------------------------------------|
| 16 Jaren Scott – Executive Director | Craig Hall – Counsel |
| 17 Dwayne Woolley – TJ Consultant | Jill Fletcher – Trans-Jordan Cities |
| 18 Jason Turville – Trans-Jordan Cities | Chris Barney – Trans-Jordan Cities |
| 19 Teresa Gray - SLCoHD | |

20 **Absent**

21 N/A

22 **1 & 2 Welcome and Verbal Roll Call**

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

25 **3. Public Comment**

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

27 **4. Approval of April 2021 Meeting Minutes**

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

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

32 **5. Treasurer's Report**

33 Jordan Hensley reported on the following:

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

- 36 • *April 2021 Financial Statements*. Jordan reviewed the April 2021 financial reports with the Board.
- 37 • *Scale House Software*. The Scale House software upgrade process went live on May 3rd and went as well
38 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 ▪ Cell 6A – Gas Wells with Drilling \$500,000

88 ▪ Miscellaneous Improvement \$25,000

89 ○ Operations Equipment

90 ▪ Compactor \$1,300,000

91 • Jason Rasmussen inquired about the decision to purchase the new compactor with cash

92 rather than leasing the unit. Jaren explained that we can pay cash for this unit and still put

93 around \$400,000 into the cash reserve for future projects. Discussion was held regarding

94 the purpose of the proposed rate increases. Jaren reminded the Board that the financial

95 model from Lewis and Young has small rate increases built into the next several years in

96 order to provide for cash flow for new facilities as well as providing a slower rate evolution

97 rather than one significant increase when the landfill is closed and all trash is processed

98 through Transfer Stations.

99 ▪ Compactor Lease Payment \$300,000

100 • 2nd year of 5-year lease to own

101 ▪ 745 Haul Truck Purchase \$600,000 (Purchase from current lease)

102 ▪ Fleet Truck \$45,000

103 ▪ Auto Scale Upgrade \$70,000

104 • This will allow more commercial vehicles access to the unattended scale and improve traffic

105 flow. In addition, this system is also a test for the Sandy Transfer Station where the current

106 design is to have a larger separation between the scale house and commercial traffic.

107 ▪ Roll Off Containers (2 additional) \$25,000

108 ▪ Miscellaneous Equipment \$10,000

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

110 Steve Siddoway made a motion to approve Resolution 21-01, Adoption of Tentative Proposed Budget FY 2021-
111 2022. Russ Kakala seconded the motion.

112 Roll Call Vote:

| | | | |
|-----------------------|-------------------------|------------------------|---------------------|
| 113 Draper City – Yes | Midvale City – Yes | Murry City – Yes | Riverton City – Yes |
| 114 Sandy City - Yes | South Jordan City - Yes | West Jordan City - Yes | |

115 **8. Legal Report**

116 Craig Hall reported on the following:

117 *Sandy Transfer Station* – Craig reported that all required documents and lease agreements for the Sandy

118 Transfer Station are completed and have been recorded. The next step is to finish the subdivision plat.

119 *NUERA* -- The court has officially dismissed the lawsuit from Henderson. We are moving forward with putting in

120 the Landfill Gas system and have notified Henderson so they are aware of how we are proceeding as per our

121 agreement.

122 **9. Board Disclosure Statements**

123 Craig spoke about the Disclosure Statements that the Board completes annually. This document, that is signed

124 by Board Members, includes the Statutory and Ethical Requirements set forth by the State. It has been decided

125 to expand and include Senior Staff in participation of signing the disclosure statements. Jaren noted that this is

126 an important part of our fraud assessment procedure for the State Auditor's office.

127 **10. Executive Director's Report**

128 Jaren Scott reported on the following:

129 • 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.