

MINUTES FOR THE ADMINISTRATIVE CONTROL BOARD,  
SALT LAKE COUNTY SPECIAL SERVICE DISTRICT NO. 1 (SANITATION)

Date/Time	Location	Attendees
<p><b>08/22/2012</b> <b>9:00 A.M.- 10:37 A.M.</b></p>	<p><b>604 W 6960 S</b> <b>Training Room</b></p>	<p>Board Members: Scott Bracken, Patrick Leary, Dama Barbour, Jim Bradley, Coralee Wessman-Moser, and Sabrina Petersen</p> <p>Sanitation Staff: Pam Roberts, Stuart Palmer, Allison Dodge, Bill Hobbs, Lorna Vogt, Janet Kelly, Ryan Dyer, Andy King, Larry Chipman, Kevin Yack, Gavin Anderson, and Ken Timms</p> <p>Guests: Larry Moller, Mike Allen, Kerri Nakamura, and Phil Bernal</p>
<p><b>Next Meeting</b> <b>09/26/12</b> <b>9:00 A.M.- 10:00 A.M.</b></p>	<p><b>604 W 6960 S</b> <b>Training Room</b></p>	<p><b>Absent:</b> David Wilde, Richard Snelgrove, and Randy Horiuchi</p>

**Agenda**

1. Consent Items: (**Approval Requested**) (Pages 2-7)
  - 1.1 July 25, 2012 Board Meeting Minutes
2. District Resolution Review, Pam Roberts and Gavin Anderson, (**Direction Requested**) (Pages 8-20)
3. 2012 YTD Budget/Expenditures Report, Pam Roberts and Stuart Palmer (**Informational**) (Pages 21-22)
4. First Review of 2013 Budget, Pam Roberts and Stuart Palmer (**Informational/Direction Requested**) (Page 23-26)
  - Considerations for Cart Replacement and Reinstatement of 2009 Wages
5. If Time Allows: Weekly Recycling and Waste Audit Report, Pam Roberts (**Informational**) (Pages 27-35)
6. Requested items for the September Board Meeting
  - Review 2013 Budget
  - Human Resource Updates, Jill Carter, Consultant
  - Approve Districts Administrative/Financial Policies
  - State Statute 17D Update

<b>Topics/ Objectives</b>	<b>Key Points/ Decisions</b>	<b>Action Items Who – What – By when</b>	<b>Status</b>
<b>Approve Minutes July 25, 2012 Meeting</b>		Board Member Petersen, seconded by Board Member Wessman-Moser , moved to approve the minutes from the July 25, 2012 meeting. The motion passed unanimously.	<b>Approved August 22 , 2012</b>
District Resolution Review, Pam Roberts and Gavin Anderson, <b>(Direction Requested)</b>	<p>Gavin Anderson reviewed the proposed resolution the Salt Lake County Council needs to adopt to establish the District as an independent entity.</p> <p>The resolution will incorporate and supersede all previous resolutions and amendments regarding the creation and power of the Sanitation District and consolidate the provision of those prior resolutions into one document.</p> <p>We have customers that live in Murray City and Sandy City that do not have representation on the Administrative Control Board. There is possible legislation to address this issue.</p> <p>The Board discussed the merit status of the executive staff. The board will keep all employees status merit until July 1, 2013 at which time the board will re-evaluate the executive staffs merit status.</p>	<p>Board Member Petersen, seconded by Board Member Wessman-Moser, recommends the Salt Lake County Council change the number of board members on the Administrative Control Board, reducing the number of members from 9 to 7.</p> <p>Board Member Bradley will take this recommendation to the Salt Lake County Council.</p>	<b>The motion passed unanimously.</b>

	<p>The Board members asked for the following changes to the resolution:</p> <ul style="list-style-type: none"><li>• Board composition to change from 9 members to 7 with three elected officials from Salt Lake County.</li><li>• One municipal elected official to be appointed from each participating municipality.</li><li>• If a municipality annexes into the District then they may appoint an elected official to serve on the Board.</li><li>• The size and composition of the board may change as needed.</li><li>• Appointments will be in writing and filed with the Clerk of the Board. The Clerk of the Board will administer oaths of office and maintain records of those oaths.</li></ul>		
<p>2012 YTD Budget/Expenditures Report, Pam Roberts and Stuart Palmer</p>	<p>Stuart Palmer, Fiscal Manager, reviewed the 2012 YTD budget, revenues, and expenditures through June 2012. The YTD expenditures are within appropriation budgeted amounts. Pam reported that the division does not anticipate other budget adjustments for 2012. Increased expenditures related to district organization can be absorbed with under expenditures in disposal costs from reduced garbage tonnage this year.</p>		

<p>First Review of 2013 Budget, Pam Roberts and Stuart Palmer  <b>(Informational/Direction Requested )</b>          Considerations for Cart Replacement and Reinstatement of 2009 Wages</p>			<p><b>Due to time constraints this item is tabled for the September 26, 2012 meeting.</b></p>
<p>If Time Allows: Weekly Recycling and Waste Audit Report, Pam Roberts</p>			<p><b>Due to time constraints this item is tabled for future review.</b></p>
<p>Next Meeting</p>	<p>The next meeting will be held Wednesday, September 26, 2012</p>		
<p><b>Adjournment</b></p>		<p>Board Member Bradley, seconded by Board Member Petersen, moved to adjourn the meeting. The motion passed unanimously.</p>	<p><b>Adjourned 10:37 a.m.</b></p>
<p><b>Future Meeting Topics</b></p>	<ul style="list-style-type: none"> <li>• Human Resource Updates, Jill Carter, Consultant</li> <li>• Approve Districts Administrative/Financial Policies</li> <li>• State Statute 17D Update</li> </ul>		