

MINUTES FOR THE ADMINISTRATIVE CONTROL BOARD

WASATCH FRONT WASTE AND RECYCLING DISTRICT

Date/Time	Location	Attendees
5/20/2013 6:15 PM – 7:35 PM	604 W 6960 S Training Room	Board Members: Chair-Coralee Wessman-Moser participating electronically, Vice Chair- Sabrina Petersen presiding, Sam Granato, Jim Brass, Richard Snelgrove, Dama Barbour and Patrick Leary. District Staff: Pam Roberts, Lorna Vogt, Stuart Palmer, Gavin Anderson, Gaylyn Larsen Guests: John Park, City Manager of Cottonwood Heights, Doug Hill, Murray City Public Service Director
Next Board Meeting June 3, 2013, 8:30 A.M.	604 W 6960 S Training Room	Absent: David Wilde Scott Bracken

Agenda

1. Consent Items: (Approval Requested)

1.1 April 22, 2013 Board Meeting Minutes

2. Informational and Discussion Items: (No Action Requested), Pam Roberts

2.1. June 17th is the National Garbage Man Day

2.2. Steve Reyes, Equipment Operator, 2013 Environmental Industries (EIA) Driver of the Year Finalist (One of six finalists selected from 900 candidates nation-wide)

2.3. Media events past, present and future

- Monday, April 22nd KTVX CNG Promo;
- Tuesday, May 7th, KUTV News in the Morning promoting recycling;
- Upcoming events with dates and times TBD:
 - Parents Empowered and Green Waste Collection Program

2.4. 2013 and 2014 District waste and recycling collection routing changes

2.5. De-annexation Policy Discussion, Pam Roberts and Gavin Anderson

3. Action or Direction Items for the Board:

3.1. Customer Fee Payment Schedule for 2013 and 2014, Stuart Palmer

4. Requested items for the next Board Meeting, Monday, June 24, 2013 8:30 a.m.

- 2012 Independent Financial Audit Report
- 2013 URS Annual Audit Report
- District Services Review and Updates

Topics/ Objectives	Key Points/ Decisions	Action Items Who – What – By when	Status
Approve April Meeting Minutes	The Board Meeting was called to order with a quorum in attendance. The minutes from the April 22, 2013, Board meeting were presented and a motion was made to approve the minutes.	Board Member Snelgrove, seconded by Board Member Granato, moved to approve the minutes from the April 22, 2013, meeting. The motion passed unanimously.	Approved May 20, 2013
Informational and Discussion Items:			
2.1 National Garbage Man Day	Pam Roberts reported that June 17, 2013, is now National Garbage Man Day and we will be celebrating this day with a breakfast or barbeque.		
2.2 2013 Environmental Industries (EIA) Driver of the year Finalist	Pam also reported that Steve Reyes was selected as one of the six finalists from 900 candidates nation-wide in the 2013 Environmental Industries Driver of the Year competition. WFWRD also recognized Steve with an outstanding employee award for his participation and for being one of our safest drivers. Congratulations Steve.		
2.3 Media events, past, present and future	<ul style="list-style-type: none"> • Lorna did a great job on the CNG Promo with KTVX on April 22. • KUTV News in the morning promoting recycling on May 7, 2013. • Upcoming Event with R&R Partners - “Parents Empowered” WFWRD trucks are being used as billboards for use in the “Parents Empowered” campaign, which will begin in July. About 30% of the trucks will be wrapped with the campaign. 		

<p>2.4 Collection Route Changes 2013 and 2014</p>	<p>Pam Roberts and Lorna Vogt reported two upcoming changes in operations:</p> <ol style="list-style-type: none"> 1. Beginning June 3, 2013, WFWRD will combine refuse and recycle routes, with each driver collecting both types of loads. Benefits of the change are: <ul style="list-style-type: none"> • Balances work loads • Operators get to know their customers • Consistent pickup times • Allows for recycling growth 2. Beginning January 2014, Residential collection services will be in each area every day. Benefits of the change are: <ul style="list-style-type: none"> • Accommodates uneven growth patterns • Increases efficiencies in both park and residential collections • Reduces mileage and improves customer service with go-backs • Effectively manages the completion of daily work <p>There will be a large customer outreach campaign for the 2014 change.</p>		
<p>2.5 De-annexation Policy Discussion</p>	<p>Doug Hill, Public Service Director of Murray City attended the meeting on behalf of Mayor Snarr and gave a little historical background regarding the area east of 900 East up to Van Winkle and over to the I-215 freeway.</p> <p>Murray City elected officials are receiving district customer calls regarding de-annexation and to have Murray City service this area. Murray City would like to do a survey asking residents who they would prefer to provide their garbage services. A draft copy of survey was distributed to</p>		

	<p>the Board members.</p> <p>The question was posed as to whether or not The board would even consider or discuss de-annexation in future Board meetings and take action.</p> <p>Gavin Anderson reported that because the district is a special service district there is a different statutory scheme that covers de-annexation from the district through either incorporation or annexation by the municipality. Interestingly enough with a special service district, the final question of whether there should be a de-annexation from the district belongs to the County Council. That is a little bit different from what is a generic local district where the decision is made by the District Board of Directors or District Control Board.</p> <p>An important distinction about a special service district is that in many ways the special service district is still beholden to either the county or municipality that creates it for about 4 or 5 things like taxes and other things that aren't applicable here. One of those things is any kind of resolution or proposal to withdraw from the district or district services. In terms of process, the County Council would be interested in the Board's reaction and recommendation regarding de-annexation to Murray city but that's not literally part of the statutory process.</p> <p>There is a funny little quirk in the statute and it says there would be no withdrawal including by the County Council if the district has any outstanding contracts for services. It says nothing about the area being annexed. We would have to</p>		
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	<p>decide what the Legislature intended by that funny little statement and if it would apply. There is an unless and the unless is that all the contract parties need to agree to de-annexation.</p> <p>The Utah Association of Special Districts created an amendment which is HB344 and that amendment to the district statutes permits a special service district to convert over to a generic local district. A withdrawal through a de-annexation would be quite a bit different under that statute. Under that statute a withdrawal, say by Murray, would be generated by a resolution by the Murray Council accompanied by a citizen's petition of registered voters 50% plus 1. Based on that petition the District Board would decide whether or not they will permit the withdrawal.</p> <p>So we have these two possibilities. The possibility under the current statute would be the decision of the County Council.</p> <p>There is a policy decision the board needs to make with regards to the following:</p> <ul style="list-style-type: none"> • Basic Public Policy direction • Go forward with the Survey • Stay under special district or local • Do we support the withdrawal 	<p>The Board will continue this discussion during the June Board Meeting.</p> <p>Board Member Leary asked that Pam come back with specifics on the impact to district operations if Murray City customers de-annexed from the District.</p>	
Action or Direction Items for the Board			
<p>3.1 Customer Fee Payment Schedule 2013 and 2014</p>	<p>Stuart Palmer reported that since the first bills were mailed in March, about 40% of our customers have paid in full or a portion of their annual bill. Estimate the second billing will involve approximately 48,000 customers, who have remaining balances.</p> <p>Goal for 2014 is to allow more payment options.</p>	<p>The Board gave direction to keep costs as low as</p>	

	<p>As long as the customer is making payments, or has set up payments we will not certify their fees on the annual property tax notice this year or going forward. The more options we offer the more our services will cost.</p> <p>The chart of Estimated Costs for Billing and Payment Options was reviewed.</p> <p>Pam indicated that Xpressbillpay increased our fee per transaction.</p>	<p>possible for billing and payment options while allowing customers some flexibility with frequency of their payments.</p> <p>Pam asked Stuart and Craig to take a look at vendors for fee payments next year to help reduce costs.</p>	
Requested items for the next Board Meeting	<ul style="list-style-type: none"> • 2012 Independent Financial Audit Report • 2013 URS Annual Audit Report • District Services Review and Updates • Continued policy discussion related to de-annexation 		
Miscellaneous	<p>Board Member Snelgrove emphasized that the District is governed and operated by woman, and he feels that fact should be acknowledged in relation to the National Garbage Man Day.</p> <p>He requested the Boards permission to contact the media for a possible interest story with regard to women in the industry and a push to change the name to Garbage person or garbage collector day.</p>	<p>The Board unanimously agreed.</p> <p>Pam and staff expressed gratitude for the acknowledgment.</p>	
Next Meeting	<p>The next meeting will be held Monday, June 24, 2013 at 8:30 a.m.</p>		
Adjournment	<p>Motion to Adjourn Meeting</p>	<p>Board Member Granato, seconded by Board Member Snelgrove, moved to adjourn the meeting. The motion passed unanimously.</p>	