

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

Date/Time	Location	Attendees
01/24/2011 1:00 P.M.- 2:29 P.M.	604 W 6960 S Training Room	Jerry Rechtenbach, David Wilde, Jim Bradley, Randy Horiuchi, Nicole Omer, Raquel DeLuca, Linda Hamilton, Pam Roberts, Mike Allen, Stuart Palmer, Andy King, Gavin Anderson, Lorna Vogt, Monte Johnson, Ashlee Yoder, Larry Moller, Kerri Nakamura and Allison Dodge
Next Meeting 02/28/2011 1:00 P.M.- 2:00 P.M	604 W 6960 S Training Room	Electronic Participation: Michael Jensen Absent: Barry Topham

Agenda

1. November 22, 2010 Minutes (Approval Requested)
2. Fee Abatements (Approval Requested)
3. Nominations and Elections for 2011 Board Chair and Vice Chair (Decision and Approval)
4. Bid Process for Truck Contract, Pam Roberts and Andy King (Approval Requested)
5. Campaign Contribution/Ethics related to contracting processes, Gavin Anderson (Direction Requested)
6. Executive Director's 2010 Yearend Report, Pam Roberts, (Informational)
Budget Narrative, Stuart Palmer
7. Personnel Item, Pam Roberts (Approval Requested)
8. Recycling Collection for Schools in our District, Pam Roberts (Direction Requested)
Guests, Larry Gibbons, Rocky Mountain Recycling and Ashlee Yoder, Salt Lake County Solid Waste
9. Concerns from Private Haulers expressed at the Public Hearing in December, Pam Roberts (Informational)
10. Requested items for the next Board meeting on Monday, February 28, 2011

Invited Guests to February's meeting: Private Haulers, Mark Eldredge from ACE Disposal and Ralph Warner from R and D Hauling

Topics/ Objectives	Key Points/ Decisions	Action Items Who – What – By when	Status
Approve Minutes		Board Member DeLuca, seconded by Board Member Horiuchi, moved to approve the minutes from the November 22, 2010 meeting. The motion passed unanimously.	Approved , January 24, 2011
Approve Fee Abatements		Board Member Horiuchi, seconded by Board Member Wilde, moved to approve the sanitation fee abatements. The motion passed unanimously, authorizing the County Treasurer to effect the same, showed that all Board Members voted “Aye.”	Approved January 24, 2011
Parcel Number	Home Owner	Refund Amount	Reason
22-21-280-012	James R. Brown	\$165.00	The new homeowner was charged for the previous owners rental container
22-08-277-004	Jeff and Camille Christensen	\$132.00	The parcel is on a private lane that is serviced by a private company.
20-24-128-023	William Geist	\$132.00	This parcel is not in the service district.
20-12-353-011	Susan E. Smith	\$132.00	This parcel is a piece of raw land that does not receive refuse service.
08-10-100-002	Laval D. Family LLC	\$132.00	This parcel is a piece of raw land that does not receive refuse service.
15-36-476-033	Metro West Properties LLC	\$132.00	This parcel is a piece of raw land that does not receive refuse service.
16-29-280-025	Richard and Terina Martinez	\$312.00	This parcel is raw land and was being billed for two refuse cans.
16-32-329-018	Linda L. Jackson	\$132.00	This is commercial property and the business is being serviced by Waste Management.
32-03-276-038	Michael Huntsman	\$132.00	This parcel is a piece of raw land that does not receive refuse service.

YTD Total 2011

\$1,401.00

<p>Nominations and Elections for 2011 Board Chair and Vice Chair (Decision and Approval)</p>	<p>Gavin Anderson will make an amendment to the bylaws for the vice-chair to move into the board chair position after serving a one year term. He will have a draft available for next month's meeting.</p>	<p>Board Member Wilde, seconded by Board Member Horiuchi, moved to appoint Nicole Omer to serve as Board Chair and Raquel DeLuca to serve as Board Vice-Chair for 2011. The motion passed unanimously.</p>	<p>Approved, January 24, 2011</p>
<p>Bid Process for Truck Contract, Pam Roberts and Andy King (Approval Requested)</p>	<p>Gavin Anderson reported that the District is required to obtain its own sales tax exempt number for purchasing purposes.</p> <p>The truck contract is a one year contract with the option to renew each year for a total of 4 years.</p>	<p>Board Member Horiuchi, seconded by Board Member Wilde, moved to approve the bid process for the truck contract. The motion passed unanimously.</p>	<p>Approved, January 24, 2011</p>
<p>Campaign Contribution/Ethics related to contracting processes, Gavin Anderson (Direction Requested)</p>	<p>The board members discussed the campaign contribution/ethics policy related to contracting processes. The adopted District Policy Contracts and Procurement covers this area under section 5 where the District abides by all County Ordinances and policies related to contracts and purchasing.</p>		
<p>Executive Director's 2010 Yearend Report, Pam Roberts, (Informational)</p> <p>Budget Narrative, Stuart Palmer</p>	<p>2010 Performance Measures Highlights</p> <p>The District was able to absorb 87% of the 2010 increased costs by changing to the Five-Flex schedule.</p> <ul style="list-style-type: none"> • 2010 Cost reduction related to the five flex schedule and improved efficiencies, equipment replacement schedule, reduced mileage, overtime reduction and saved labor costs equaled a reduction of \$492,233 • 2010 Cost increases related to increased fuel prices and increased shop fees equaled an increase of \$563,550 • Environmental stewardship included 20,287 	<p>Board Member Wilde and Board Member Horiuchi had questions in regards to the increase in shop fees.</p>	<p>Pam Roberts will bring information from Fleet Management for our next meeting.</p>

<p>Personnel Item, Pam Roberts (Approval Requested)</p>	<p>tons of recyclables collected, 16% landfill diversion rate and conducting the first ever waste audit to determine benefits of weekly recycling.</p> <ul style="list-style-type: none"> Employee satisfaction reached 80% which is a 15% improvement from 65% in 2009 due to the four-ten schedule and the reinstatement of wages. <p>Pam Roberts reported that Salt Lake County is now allowing for employees to receive a bonus for exceptional performance not to exceed \$300. She asked the board to approve a \$300 bonus for employees based on performance standards and retroactive amounts for length of employment in 2010 and annual evaluation scores. Pam asked that Stuart Palmer and she be excluded as they are executive management and Pam is the one who brought about the change in schedule.</p> <p>The board expressed their appreciation to all of the employees.</p>	<p>Board Member Horiuchi, seconded by Board Member Hamilton, moved to approve for the employee's to receive a bonus up to \$300. The motion passed unanimously.</p>	
<p>Recycling Collection for Schools in our District, Pam Roberts (Direction Requested) Guests, Ashlee Yoder, Salt Lake County Solid Waste</p>	<p>Ashlee Yoder, Recycling Coordinator, Salt Lake County Solid Waste Management Facility Landfill, provided information in regards to recycling collection for schools.</p> <p>There have been requests from schools within the district to have the district provide recycling collection due to costs. There are 66 public schools within our district.</p> <p>Ashlee will continue to provide recycling education and the District will continue to provide services to businesses under the district guidelines and follow the same protocol for schools if they request services from sanitation.</p>		

<p>Concerns from Private Haulers expressed at the Public Hearing in December, Pam Roberts (Informational)</p>	<p>Pam will send out an e-mail that will outline the trailer program, budget increases from 2010 to 2011 and concerns that the private haulers have. This item will be discussed with the private haulers next month.</p>		
<p>Requested items for the next Board meeting on Monday, February 28, 2011.</p> <p>Invited Guests to February's meeting: Private Haulers, Mark Eldredge from ACE Disposal and Ralph Warner from R and D Hauling</p>	<ul style="list-style-type: none"> • Concerns from private haulers • Amendment to the bylaws in regards to Board Chair and Vice-Chair appointments, Gavin Anderson 		
<p>Next Meeting</p>	<p>The next meeting will be held Monday, February 28, 2011.</p>		
<p>Adjournment</p>		<p>Vice Chair DeLuca, seconded by Board Member Rechtenbach, moved to adjourn the meeting. The motion passed unanimously. There being no further business the meeting adjourned.</p>	<p>Adjourned 2:29 p.m.</p>