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Director of Finance & Administration

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Director of Operations

ROBERT WELLINGTON  
Legal Counsel

# MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

*Home of the Last Chance Mercantile*

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT REGULAR MEETING MINUTES

Friday, 9:00 a.m.  
June 21, 2019

MRWMD Bales Boardroom  
14201 Del Monte Blvd., Monterey County, CA

**MEMBERS PRESENT:** Carrie Theis (Chair), City of Carmel-by-the-Sea Councilmember  
Jason Campbell (Vice Chair), City of Seaside Councilmember  
Gary Bales, City of Pacific Grove  
Jane Parker, (Unincorporated) Monterey County Board of Supervisors Chair (District 4)  
Dennis Allion, City of Del Rey Oaks  
Jerry Blackwelder, City of Sand City Vice Mayor  
Dan Albert, City of Monterey Councilmember

**MEMBERS ABSENT:** Leo Laska, Pebble Beach Community Services District Director  
Bruce Delgado, City of Marina Mayor

**STAFF PRESENT:** Tim Flanagan, General Manager  
Rob Wellington, Legal Counsel  
Jeff Lindenthal, Director of Communications & Sustainability  
Peter Skinner, Director of Finance & Administration  
Clyde Walkup, Materials Recovery Facility Manager  
David Ramirez, Senior Engineer  
Garth Gregson, Accounting Manager  
Glen Evett, Last Chance Mercantile/Hazardous Materials Manager  
Kacey Christie, Safety & Risk Manager  
Scott Messier, Landfill Operations and Landfill Gas Systems Manager  
Ron Mooneyham, Equipment Maintenance Manager  
Rosa Marcel, Assistant Accounting Manager  
Kimberle Herring, Public Education and Outreach Coordinator  
Angela Goebel, Public Education and Outreach Specialist  
Deanna Munoz, Engineering Intern

**OTHERS PRESENT:** Ted Terrasas, City of Monterey  
Brian McMinn, City of Marina  
Mike Niccum, Pebble Beach Community Services District  
Lynette Mooneyham

**ROLL CALL AND ESTABLISHMENT OF QUORUM**

Notice duly given and presence of a quorum established, the June 21, 2019 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Theis at 9:00 a.m.

**CLOSED SESSION**

The Board met in closed session at 9:02 a.m. on the following matters:

1. Conference with Labor Negotiators:

District Negotiators: Tim Flanagan, Peter Skinner, Timothy Brownell, and Berta Torres

Employee Organizations: Operating Engineers and Management Employees

**RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION**

The Board came back into open session at 9:45 a.m. Legal Counsel announced that in closed session the Board considered each of the two items listed on the closed session agenda, received information from staff on each matter, and that no reportable action was taken.

**PUBLIC COMMUNICATIONS**

There were no public communications.

General Manager introduced the new Landfill Operations and Landfill Gas Systems Manager Scott Messier. Scott addressed the Board to provide them with information about himself and stated that he was excited to be a part of the District.

**CONSENT AGENDA**

Chair Theis stated that staff requested Items 5 & 6 be removed from the Consent Agenda because they were no longer necessary as staff had reached an agreement with favorable terms with the current workers compensation carrier.

*Following a motion by Director Albert, seconded by Director Blackwelder, the Board unanimously approved the Consent Agenda Items 1-4 and Item 7.*

- 1) Approve Minutes of May 24, 2019 Regular Board Meeting
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements
- 3) Receive Report on June 5, 2019 Finance Committee Workshop
- 4) Receive Report on June 5, 2019 Personnel Committee Meeting
- 5) ~~Approve Contract with Broker H&H Professional Insurance Associates for Workers' Compensation Insurance~~
- 6) ~~Approve Agreement with InFocus Safety Solutions, Inc. for Claims Management and Safety Services~~
- 7) Adopt Resolution of Appreciation (2019-07) for Retiring Accounting Assistant Lynette Mooneyham

**PRESENTATIONS****8) Resolution of Appreciation for Retiring Accounting Assistant Lynette Mooneyham**

General Manager stated that Lynette had been a key fixture in the accounting office since her arrival over 12 years ago with her gentle, yet persuasive manner of rounding up receipts, billing notices, and other payables. She would be missed, but staff was happy knowing she would be off enjoying her grandchildren. On behalf of the Board, Chair Theis thanked Lynette for her service, presented her with the resolution, and wished her well in retirement.

**9) Small Planet News: CARE Recycling**

Director of Operations notified the Board that the District was now participating in the Carpet America Recovery Effort (CARE), which administered the California Carpet Stewardship Program, and complemented the used paint and used mattress product stewardship programs the District also participated in. He provided information on carpet recycling statistics and stated that the District was set to receive 250,000 square feet of carpet from the US Open event. He stated that as much as possible would be sold at the Last Chance Mercantile and the rest would be recycled.

**PUBLIC HEARING****10) Consider Increases to Solid Waste and Yardwaste Minimum Charges, and Elimination of \$40.00 Per Ton Single Stream Recycling Credit and Setting Rate at \$0.00 Per Ton for FY 2019/20 Effective July 1, 2019**

General Manager reported that the Public Hearing was duly noticed in the *Monterey Herald* and notices were posted around the site. No comments from the public had been received. The Board also reviewed a memorandum from Director of Finance and Administration Peter Skinner regarding the proposed changes. Chair Theis opened and closed the public hearing at 10:02 a.m. as no comments were received.

**OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION****11) Approve Increases to Solid Waste and Yardwaste Minimum Charges, and Elimination of \$40.00 Per Ton Single Stream Recycling Credit and Setting Rate at \$0.00 Per Ton for FY 2019/20 Effective July 1, 2019**

Chair Theis commented that this item had been part of the budget discussions and had been included in the Preliminary Budget for Fiscal Year 2019/20.

**It was moved by Director Allion, seconded by Director Parker and Unanimously Carried To: Approve Increases to Solid Waste and Yardwaste Minimum Charges, and Elimination of \$40.00 Per Ton Single Stream Recycling Credit and Setting Rate at \$0.00 Per Ton for FY 2019/20 Effective July 1, 2019.**

**12) Adopt Resolution 2019-08 Authorizing Expenditure of Funds Pending Adoption of Final Budget for Fiscal Year 2019/20**

General Manager stated that the Final Budget for FY 2019/20 would not be ready for adoption until after negotiations with the employee bargaining groups had been completed. Adoption of the resolution would allow the District to continue to cover usual and customary expenses into the new FY.

It was moved by Director Bales, seconded by Director Albert and Unanimously Carried To: Adopt Resolution 2019-08 Authorizing Expenditure of Funds Pending Adoption of Final Budget for Fiscal Year 2019/20.

- 13) **Adopt Resolution 2019-09 Authorizing Sole Source Purchase of New Caterpillar 950 Wheel Loader, Using Preferential Competitive Pricing Through Sourcewell, from Quinn Company of Salinas, CA, for a Total Purchase Price of \$411,551.86 (Including Sales Tax and Freight)**

The Board reviewed a memorandum from Equipment Maintenance Manager Ron Mooneyham regarding the need to purchase the new wheel loader. General Manager commended the Equipment Maintenance Manager in working diligently to get the best pricing on new equipment and more importantly doing extending the life cycle of the existing equipment.

Board members inquired what was done to old equipment and how Sourcewell was able to obtain the best pricing. Equipment Maintenance Manager responded that old equipment was put out to bid and sold to the highest bidder, and Sourcewell puts out a request for bids, which meets the requirements of public bidding, and the District is able to get the best pricing.

It was moved by Director Allion, seconded by Director Albert and Unanimously Carried To: Adopt Resolution 2019-09 Authorizing Sole Source Purchase of New Caterpillar 950 Wheel Loader, Using Preferential Competitive Pricing Through Sourcewell, from Quinn Company of Salinas, CA, for a Total Purchase Price of \$411,551.86 (Including Sales Tax and Freight).

- 14) **Adopt Resolution 2019-10 Authorizing Sole Source Purchase of New Caterpillar 966 Wheel Loader, Using Preferential Competitive Pricing Through Sourcewell, from Quinn Company of Salinas, CA, for a Cost Not to Exceed \$499,192.11 (Including Sales Tax & Freight and Four (4) Foam Fill Pneumatic Tires from East Bay Tire of Salinas, CA at an Estimated Price Not To Exceed \$12,000) and Declare 966 F Wheel Loader as Surplus and Authorize Disposition**

The Board reviewed another memorandum from Equipment Maintenance Manager regarding the purchase of a second wheel loader with foam filled tires that were best for all-around site use, due to the high cost of repairing flat tires.

Director Bales inquired about the creation of the specifications for this type of equipment and Equipment Maintenance Manager responded that he worked with the Caterpillar dealers in the development of the specifications and inspected the equipment to ensure all the specifications were included.

It was moved by Director Allion, seconded by Director Parker and Unanimously Carried To: Adopt Resolution 2019-10 Authorizing Sole Source Purchase of New Caterpillar 966 Wheel Loader, Using Preferential Competitive Pricing Through Sourcewell, from Quinn Company of Salinas, CA, for a Cost Not to Exceed \$499,192.11 (Including Sales Tax & Freight and Four (4) Foam Fill Pneumatic Tires from East Bay Tire of Salinas, CA at an Estimated Price Not To Exceed \$12,000) and Declare 966 F Wheel Loader as Surplus and Authorize Disposition.

- 15) **Approve Contract with SCS Engineers to Conduct Single Stream Recycling Characterization Study, on Time and Materials Basis, at a Cost Not to Exceed \$110,000**

The Board reviewed a memorandum from engineering staff regard the need to perform a single stream recycling characterization study, which would provide the District with the key information regarding the level of contamination and assist in determining the rate for charging our single stream customers for the trash left in their

recyclables. Senior Engineer provided a presentation on how the study was conducted last year and stated that the study would be similar this time. He stated that the information would also guide recycling outreach activities.

Director Allion inquired how location and routes were determined and selected. Staff responded that samples were selected at random from each individual community and the number of samples were determined by how much material is received from each community. Samples were sorted by residential or commercial. Director Albert inquired about the contamination levels in the bales being produced by the Materials Recovery Facility. Staff responded that the MRF bales were not going to China because they exceeded their acceptance levels and were currently being exported to other markets. Director Blackwelder suggested updated signage on the recycling containers and Director of Communications and Sustainability responded that he was currently working with the haulers.

**It was moved by Director Parker, seconded by Director Albert and Unanimously Carried To: Approve Contract with SCS Engineers to Conduct Single Stream Recycling Characterization Study, on Time and Materials Basis, at a Cost Not To Exceed \$110,000**

**16) Accept District Goals for Fiscal Year 2019/20**

General Manager stated that the FY 2019/20 goals had been reviewed with the Personnel Committee and that historically the goals had been developed some months after the budget and as a calendar year timeframe. He stated that these goals aligned with both the budget and the District overall strategic plan adopted in 2014. The District goals will also align with the goals for the General Manager as has been past practice for the past three years. He also stated that the Safety & Risk Manager had a suggested other management provide input in the development of the goals, which staff plans to incorporate going forward.

Chair Theis stated that she looked forward to the goal of renaming the District and improvements to the scales as part of improved customer service. She stated that it was always a good idea to get input from employees. Director Allion requested that staff review the goals further with the Finance Committee. Director Parker stated that she appreciated how this has evolved into a useful tool.

**It was moved by Director Allion, seconded by Director Parker and Unanimously Carried To: Accept District Goals for Fiscal Year 2019/20.**

**STAFF REPORTS**

**17) Review Finance, Operating, and Recycling Reports**

The Board reviewed the financial statements for May 2019 along with the operating and recycling reports. Accounting Manager Garth Gregson provided additional information on the District's financial wellbeing.

**18) Report on June 12, 2019 Technical Advisory Committee (TAC) Meeting**

The Board reviewed the meeting minutes in which staff and the TAC met for general discussion and the presentation of the District's 2019/20 Budget. The TAC also discussed the impact of the removal of the \$40 per ton recycling credit. District staff agreed to provide briefings to councils and any community organizations interested in hearing about the recycling challenges brought on by the China National Sword policy disrupting recycling in the U.S. Discussion on the cost-based rate review was also held. HF&H are doing the analysis and

there have been challenges in obtaining certain information. It is anticipated there will be a delay in the implementation of any rate increases or decreases until October 1, 2019. Chair Theis expressed that GreenWaste Recovery seemed to have access to data readily available during their bid process. Staff responded that there have been some employee turnovers at GWR, which has made it more difficult.

### **GENERAL MANAGER COMMUNICATIONS**

General Manager reported that staff District counsel and outside counsel versed in OSHA law and regulations, are working with OSHA to prepare the appropriate response to OSHA questions and complete a final report and settlement on an incident on the landfill that injured a District employee.

General Manager also reminded the Board that on Saturday June 29<sup>th</sup>, the sixth annual community household hazardous and electronic waste collection event would be held at the Monterey Peninsula College (MPC) from 9 a.m. to 2 p.m. Staff provided flyers to the Board for their distribution.

He also stated that staff continues to work on organics management. He stated that at a special district managers meeting, Monterey Bay Air Resources District General Manager expressed concern about composting facilities air issues. General Manager also encouraged Board members to consider attending SWANA WasteCon which would be held in Phoenix, AZ on October 21-24, 2019.

Lastly, General Manager commented that Director of Communications & Sustainability would be retiring from the District in September. Director of Communications & Sustainability stated that he had taken a job with the Sea Otter Classic as their Executive Director. It was not a full-time commitment and he planned on becoming involved in other areas of interest going forward.

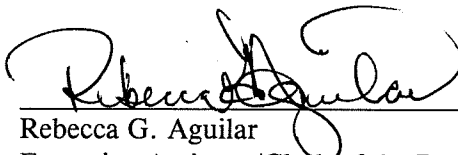
### **BOARD COMMUNICATIONS**

Director Bales provided the Board and staff with an appreciation letter for the recognition received at the May 24, 2019 Board meeting. He stated that the naming of the Board room in his honor had been a total surprise and it was an honor. Director Bales also stated that Director of Communication and Sustainability would be at a Pacific Grove community meeting regarding the proliferation of plastics and options on minimizing impacts.

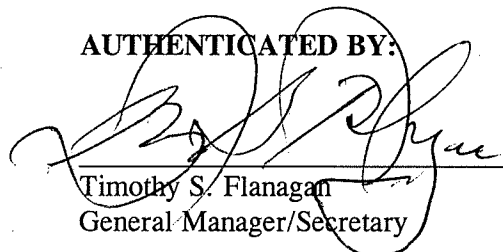
### **ADJOURNMENT**

There being no further business to come before the Board at this time, the June 21, 2019 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Theis at 11:05 a.m.

### **RECORDED BY:**

  
Rebecca G. Aguilar  
Executive Assistant/Clerk of the Board

### **AUTHENTICATED BY:**

  
Timothy S. Flanagan  
General Manager/Secretary