



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: NOVEMBER 25, 2020
TO: Board of Directors
FROM: General Manager
SUBJECT: Agenda Information for the December 4, 2020 Board Meeting

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

CALL TO ORDER AT 9:00 A.M.

ROLL CALL AND ESTABLISHMENT OF QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATIONS

Anyone wishing to address the Board on matters *not* appearing on the Agenda may do so now. *Please limit comments to a maximum of three (3) minutes.* The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board.

CONSENT AGENDA

These matters include routine financial and administrative actions, which are usually approved by a single majority vote. Individual items may be removed from Consent for discussion and action.

- 1) Approve Minutes of October 23, 2020 Regular Board Meeting.
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for October 2020.
- 3) Receive Report on November 4, 2020 Finance Committee Meeting.

Recommendation Approve Consent Agenda

RECOGNITION/PRESENTATIONS

- 4) **Presentation by Boots Road Group on Award-Winning MRWMD Public Education Campaigns**

District staff and Boots Road Group will present on three MRWMD ad campaigns they developed which we were recognized by two award programs. Boots Road Group has been very effective in the design and implementation of several District campaigns. They developed the "THIS IS BIG" concept for the grand opening of the MRF 2.0.

5) Presentation by Waste Management Inc. on use of Residential Smart Truck Technology

Waste Management Inc. (WMI) will present on the new Residential Smart Truck Technology. Truck technology has been expanding by leaps and bounds over the past two decades. Improvements in cameras for safety, on-board computers for routing efficiency, and alternative fuel utilization are just a few of the improvements that have been developed. WMI visual technology to track and notify contamination and overages is another example of how technology can improve recycling and waste minimization.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

6) Accept Audit Report for Fiscal Year 2019/20.

Please refer to the enclosed Audit. Once again, the Accounting team has received a clean audit with no qualified opinion. This is, I believe, the 20th straight audit without a qualified opinion.

***Recommendation:* Accept Audit Report for Fiscal Year 2019/20**

7) Authorize General Manager to Execute 10-Year Lease Agreement with Keith Day Company, Inc. for Composting Facilities (Subject to Final Review by Legal Counsel) at an Initial Annual Rate of \$44,081.

Please refer to the enclosed memo from Guy Petraborg, Director of Engineering and Compliance. This is the culmination of an extended review of the best approach to the long-term management of organics at the District. Keith Day Co (DBA Gabilan Ag Services) has been a very good private partner for the District over the past decade. This will provide the District and KDC with the security of a long-term agreement along with the rate stability a longer term agreement also provides.

***Recommendation:* Authorize General Manager to Execute 10-Year Lease Agreement with Keith Day Company, Inc. for Composting Facilities (Subject to Final Review by Legal Counsel) at an Initial Annual Rate of \$44,081.**

STAFF REPORTS

8) CARB/MBARD Landfill Inspections Update

Please refer to the enclosed information from Guy Petraborg. Staff is working on a revision of roles and responsibilities around the LFG collection system. This revision will better align operational duties and functions around the landfill management staff and keep engineering and compliance responsible for tabulating and interpreting the data collected from the landfill management staff. Oversight of our LFG contractors in the field will be under the landfill management staff. Staff expects to complete our revision of roles and responsibilities in the response plan to the NOV expected to be received from MBARD.

9) Report on Material Recovery Facility (MRF) 2.0 Facility Upgrades.

10) Review Finance, Operating, and Recycling Reports.

11) Report on November 18, 2020 District Technical Advisory Committee Meeting.

The TAC met on November 18th. Topics covered included a review of the recycling characterization study, updates to the acceptance of the food waste acceptance criteria, and the decision to develop operational subcommittees around areas of responsibility for SB 1383 compliance. One of the first subcommittee tasks will be around the collection programs and education and outreach. Salinas Valley Recycles' staff also participated in the TAC meeting and provided very helpful insight on their approaches to compliance – especially around the area of food recovery.

12) Report on November 18, 2020 Illegal Dumping and Litter Abatement Force Task Meeting

Enclosed summary from Angela Goebel, Public Education and Outreach Specialist. Please review the attached report from Angela Goebel.

OTHER CORRESPONDENCE

ELECTION OF OFFICERS FOR CALENDAR YEAR 2021

Please refer to the enclosed memorandum from the nominating committee.

GENERAL MANAGER COMMUNICATIONS

- **LCM project/ LCM social media comments.** Staff's LCM task force continues to work on the process of developing options for the Board to review in the next couple of months. RFQ responses are expected to be delivered to the District on November 30th. The task force is continuing a dialogue with former employees about a District-staffed option.
- **Proposal submittal to Merced County.** As part of the Districts continued interest in business development, staff responded to an open RFP for the transportation and processing of recyclable materials from the Merced County Regional Waste Authority. Given the distance involved in transportation, and the fact there will most likely be local bidders, staff does not have a high expectation of success for the delivery of this material.
- **Employee recognition for holidays.** Due to the shelter in place restrictions from COVID 19, the usual holiday celebrations (either at the District or off-site) will not take place this year. Staff is developing an optional method to show appreciation to our employees – especially this year with all the challenges this year has brought to the District.
- **Electrical Connection M1Wupdate.** District staff and M1W staff have been meeting to develop the process for the transference of the project development from M1W to the District. District staff will be working on a financial model with M1W that will allow for the payment back to the

District of the cost for development and financing over time. Staff hopes to have that ready for the Board by the January Board meeting.

- **COVID-19 Update.** As Monterey County has experienced an uptick in positive COVID-19 cases, so has the District. In total, the District has had six (6) cases of employees infected with COVID-19. We are also seeing an increase of employees needing to self-quarantine as a result of being in close contact with infected individuals outside of work. Staff has issued numerous reminders around the site and through our message boards about the importance of restricting travel and multi-family gatherings. Additional planning around “mission critical” areas such as the scales and LFG plant operations has also been identified and alternative work plans developed.

BOARD COMMUNICATIONS

CLOSED SESSION

As permitted by Government Code Section 54957.6 et seq., the Board may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the District's Meyers-Milias-Brown Act representative.

1. Conference with Labor Negotiators:

District Negotiators: General Manager and Board of Directors

Unrepresented Individual: District Legal Counsel Rob Wellington for Revision of Monthly Retainer

Terms: All Terms and Conditions

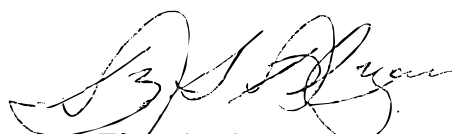
RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

Please note: A report out and announcement concerning the closed session will be provided to anyone requesting same by emailing igonzales@mrwmd.org.

ADJOURNMENT

NEXT MEETING DATE: January 22, 2021 at 9 a.m.

Respectfully submitted,



Timothy S. Flanagan