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Director of Communications

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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.
July 23, 2021

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

MEMBERS PRESENT: Jason Campbell, (Chair) City of Seaside Councilmember
Jerry Blackwelder, (Vice Chair) City of Sand City Vice Mayor
Leo Laska, Pebble Beach Community Services District Director
Bruce Delgado, City of Marina Mayor
Carrie Theis, City of Carmel-by-the-Sea Councilmember
Dan Albert, City of Monterey Councilmember
Kim Shirley, City of Del Rey Oaks Councilmember
Luke Coletti, City of Pacific Grove Councilmember (Attended Virtually)

MEMBERS ABSENT: Wendy Root Askew, (Unincorporated) Monterey County Board of Supervisors Chair (District 4)

STAFF PRESENT: Tim Flanagan, General Manager
Rob Wellington, Legal Counsel
Guy Petrabor, Director of Engineering & Compliance
Peter Skinner, Director of Finance & Administration
Tim Brownell, Director of Operations
Zoe Shoats, Director of Communications
Berta Torres, Human Resources Manager
David Ramirez, Senior Engineer
Garth Gregson, Accounting Manager
Giselle Koktapeh, Assistant Accounting Manager
Gilbert Najero, Power Systems Supervisor
Rosemary Perez, Accounting Technician
Erica Espinoza, Accounting Assistant
Jessica Dakis, Human Resources Coordinator
Kimberle Herring, Consultant

OTHERS PRESENT: Ida Gonzales, Acting Board Clerk
Mike Niccum, Pebble Beach Community Services District
Cesar Zuniga, Salinas Valley Solid Waste Authority
Liz Hall, Waste Management Inc.
Patrick Mathews, Salinas Valley Solid Waste Authority
Erica Espinoza, Accounting Technician
Robin Kimball
Freya Read, Last Chance Mercantile - VTC
Tori Olsen, Last Chance Mercantile - VTC
Lacey Raak

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice duly given and presence of a quorum established, the July 23, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Campbell at 9:09 a.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATIONS

There were no public communications.

CONSENT AGENDA

Director Coletti requested agenda item 7 be pulled from the consent agenda for further discussion.

Following a motion by Director Delgado, seconded by Director Laska, the Board unanimously approved the Consent Agenda items listed excluding agenda item 7.

- 1) **Approve Minutes of June 18, 2021 Regular Board Meeting.**
- 2) **Approve Report of Disbursements, and Board and Employee Reimbursements for June 2021.**
- 3) **Receive Report on July 7, 2021 Finance Committee Meeting.**
- 4) **Receive Report on July 7, 2021 Personnel Committee Meeting.**
- 5) **Authorize Issuance of Request for Bids for Tree Maintenance along Charles Benson Road**
- 6) **Adopt Resolution (2021-08) Establishing Investment Policy Guideline for District/Authority for Fiscal Year 2021/22**
- 8) **Approve Resolution (2021-09) Appreciation for Peter Skinner, Director of Finance and Administration**
- 9) **Authorize Letter of Support for City of Seaside, Single Use Plastic Draft Ordinance.**

Director Theis commented on item 5 regarding the plan to replace the trees that will be removed along Charlie Benson Road. Guy Petraborg, Director of Engineering and Compliance responded that the tree maintenance is required to address safety issues and the trees in poor health. Staff will provide the future plan to replace the vegetation at a future Board meeting.

Director Delgado inquired on the maintenance of the signs along road and if the sign plan will run parallel with replacing of the trees. General Manager responded that the Ad-hoc committee meetings between the District and Monterey One Water will be held on the future planning of the improvements along the road.

Public Comment

Lacey Raak thanked the Board for supporting the City of Seaside Draft Single Use Plastic Ordinance.

7) Approve a New Information Systems Services Agreement with Monterey Bay Technologies, Inc.

Director requested additional information on agenda item 7 regarding the reasons for increasing the retainer, hours provided and the bid process.

Peter Skinner, Director of Finance and Administration responded that Monterey Bay Technologies has provided excellent service over the years and has not increased the retainer cost. The Districts IT work has doubled with new infrastructure over the years and has caused a substantial increase with its IT needs.

Director Laska commented that Monterey Bay Technologies also provides a high level of service at Pebble Beach Community Services District.

Following a motion by Director Delgado, seconded by Director Laska, the Board unanimously approved a new Information Systems Services Agreement with Monterey Bay Technologies, Inc.

RECOGNITION/PRESENTATIONS

1 O) Recognition of Heavy Equipment Operator Jonathan Houck for 20 Years of Service.

Tim Flanagan, General Manager thanked John Houck for 20 years of service. Board members expressed appreciation for John Houck's dedication to the District and for the very skilled work that he does as a Heavy Equipment Operator. Mr. Houck was not present at the Board meeting. Staff will present his 20 year service award when he is available.

11) Presentation by Veterans Transition Center (VTC) on Last Chance Mercantile (LCM)

Freya Read, Manager and Tori Olsen of the LCM by VTC provided a virtual tour and an update on the progress of LCM reopening scheduled for July 31st.

Board members stated they are looking forward to the reopening and asked when donations would be accepted. VTC manager responded that donations will also be accepted on July 31st

12) Presentation on Electric Vehicle Charging Station

Guy Petraborg, Director of Engineering and Compliance presented an update on the recently installed EV charging station.

13) Presentation on July 6, 2021 Materials Recovery Facility (MRF) Fire Incident

David Ramirez, Senior Engineer presented a summary of the fire incident on July 6, 2021 in Materials Recovery Facility. The presentation included the findings of the investigation and a review of the potential damage if the fire had not been extinguished by the District Fire Brigade.

As a result of District employees quick response, the MRF was saved from significant damage and extended downtime. There were no injuries during the fire incident. Staff is reviewing additional resources, equipment and public education to help prevent future fires.

Mr. Ramirez thanked the responding employees, the District Fire Brigade and North County Fire for their response and assistance to help minimize damage to the MRF.

Board discussion followed on what other measures and equipment help with the detection of fires in future and public outreach can be done. The Board also thanked staff for their response to the fire, preparedness and for keeping everyone safe.

14) Recognition of Director of Finance and Administration Peter Skinner

Tim Flanagan, General Manager recognized Peter Skinner, Director of Finance and Administration for his five years of service to the District.

Board members provided comments and thanked Director Skinner for his dedication and years of service to the District and wished him well in his retirement.

Mr. Skinner thanked everyone for their kind words and stated he will walk away with a sense of pride from working at the District. He appreciated the quality of work of employees at the District and thanked the Board for their contributions.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

15) 1) Approve the addition of a new classification of LFG Maintenance Assistant to the Landfill Gas Power Systems Department and approve the related Compensation Schedule; 2) receive the Corrected Headcount for FY 2021/22.

Berta Torres, Human Resources Manager provided a summary of the requested changes to approve the addition of the new classification for the LFG and compensation schedule.

A motion was made by Director Delgado seconded by, Director Albert, and the Board unanimously voted to 1) Approve the addition of a new classification of LFG Maintenance Assistant to the Landfill Gas Power Systems Department and Approve the related Compensation Schedule; 2) Receive the Corrected Headcount for FY 2021/22

STAFF REPORTS

16) Review Finance, Operating, and Recycling Reports

The Finance, Operating, and Recycling reports for June 2021 were reviewed by the Board. Garth Gregson, Accounting Manager also provided a financial review to the Board.

17) Report on Update on Technical Advisory Committee and SB1383

Zoe Shoats provided an update on the Technical Advisory Committee progress with SB1383.

OTHER CORRESPONDENCE

18) Letter from Monterey County Board of Supervisors RE: Illegal Dumping and Litter Abatement

The Board reviewed a letter from Supervisor Phillips requesting additional funds be allocated to the illegal dumping and litter abatement program.

GENERAL MANAGER COMMUNICATIONS

General Manager reported that the Joint Ad Hoc committee between the District and M1W will meet on August 12th. Staff is working on the Strategic plan Board report planning process at the September meeting.

Guy Petraborg, provided an update on the status of the Module 7 construction schedule and planning for completion. The Phase 1 mass excavation contract that the Board approved last month has been executed with the Don Chapin Company, Inc. of Salinas, CA. Mobilization and the start of work will occur this month, July 2021.

On August 28th and 29th District staff will be supporting Sand City's 20th Annual West End Celebration.

BOARD COMMUNICATIONS

Board members welcomed Director Coletti to the Board.

CLOSED SESSION

The Board met in closed session at 11:10 a.m. on the following matters:

1. Conference with Property Negotiators
Property: Landfill Site Space/Capacity
District Negotiators: Tim Flanagan, Timothy Brownell, Guy Petraborg, Peter Skinner and Zoe Shoats
Negotiating Parties: Green Waste Recovery, San Jose CA
2. Conference with Legal Counsel--Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9: Two cases

RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

The Board came back into open session at 12:37 p.m. Legal counsel announced that in closed session the Board received information as to each of the closed session items and discussion had been held; no reportable action was taken.

ADJOURNMENT

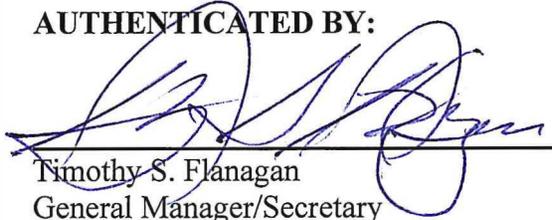
There being no further business to come before the Board at this time, the July 23, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Campbell at 12:38 p.m.

RECORDED BY:



Ida Gonzales
Executive Assistant/ Board Clerk

AUTHENTICATED BY:



Timothy S. Flanagan
General Manager/Secretary