

BOARD OF DIRECTORS

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CARRIE THEIS  
DAN ALBERT  
KIM SHIRLEY  
WENDY ROOT ASKEW  
LUKE COLETTI



TIMOTHY S. FLANAGAN  
General Manager

GUY PETRABORG, P.E., G.E.  
Director of Engineering & Compliance

TIM BROWNELL  
Director of Operations

ZOE SHOATS  
Director of Communications

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.  
November 19, 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 San Jose 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

**MEMBERS ABSENT:** Luke Coletti, City of Pacific Grove Councilmember  
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  
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  
Ida Gonzales, Executive Assistant /Board Clerk  
Rosemary Perez, Accounting Technician  
Erica Espinoza, Accounting Assistant  
Elaine Mendoza, Accounting Technician  
Jessica Dakis, Human Resources Coordinator

**OTHERS PRESENT:** Mike Niccum, Pebble Beach Community Services District  
Cesar Zuniga, Salinas Valley Solid Waste Authority  
Ted Terassas, City of Monterey  
Erin Harwayne, Denise Duffy and Associates  
Liz Hall, Waste Management Inc.  
Kristen Skromme, Waste Management Inc.  
Eric Mora, County of Monterey  
Felipe Melchor

### **ROLL CALL AND ESTABLISHMENT OF QUORUM**

Notice duly given and presence of a quorum established, the November 17, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Campbell at 9:02 a.m.

### **PLEDGE OF ALLEGIANCE**

### **CLOSED SESSION**

As permitted by Government Code Section 54956 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. Public Employment Appointment (Govt. Code sec. 54957)  
Position to be filled: General Manager

The Board went into closed session at 9:04 a.m. Legal counsel announced that following closed session it is anticipated that there will be an announcement from Closed Session.

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

- 1) **Report On Any Action Taken in Closed Session and/or Take Any Action Arising from or Required by the Closed Session; and**

The Board came back into open session at 9:15 a.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 during closed session.

- 2) **Ratify and Approve the Terms of Compensation and Authorize the Board Chair to Execute an Employment Agreement with the District's New General Manager (Name To Be Announced).**

Chair Campbell announced the selection of Felipe Melchor as the new General Manager. Legal counsel announced the terms of compensation for the new General Manager will be an annual base salary \$210,000, Cal Pers Retirement 2% at 62, a monthly vehicle allowance of \$500 and general benefits same as management staff.

Board members congratulated the new incoming General Manager Felipe Melchor. Mr. Melchor thanked the Board for the opportunity and is looking forward the working with District staff.

*Following a motion by Director Laska seconded by Director Albert, Board unanimously voted to Ratify and Approve the Terms of Compensation and Authorize the Board Chair to Execute an Employment Agreement with the District's New General Manager Felipe Melchor.*



## **PUBLIC COMMUNICATIONS**

Anyone wishing to address the Board on matters *not* appearing on the *Authority* 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**

*Following a motion by Director Theis, seconded by Director Albert, the Board unanimously approved the Consent Agenda.*

- 1) **Approve Resolution No. 2021-13, regarding the Ralph M. Brown Act (California Government Code §§54950- 54963, hereinafter the “Brown Act”) and Assembly Bill 361, making certain findings, and authorizing the District to implement remote teleconferenced public meetings of the Board and the District’s standing committees (i.e., Finance and Personnel) for the period November 19, 2021 through December 19, 2021.**
- 2) **Approve Minutes of October 22, 2021 Regular Board Meeting.**
- 3) **Approve Report of Disbursements, and Board and Employee Reimbursements for October 2021.**
- 4) **Receive Report on October 10, 2021 Finance Committee Meeting.**
- 5) **Receive Report on October 10, 2021 Personnel Committee Meeting.**

## **RECOGNITION/PRESENTATIONS**

### **6) Presentation on Re-Branding**

Spencer Critchley from Boots Road Group provided a presentation that highlighted the progress to date on the District’s efforts to rebrand.

### **7) Presentation on Biogas-to-rCNG System (CEC Grant ARV-17-036)**

Guy Petraborg, Director of Engineering & Compliance, provided a presentation on the progress of the Biogas-to-rCNG System (CEC Grant ARV-17-036) project. TetraTech assisted the District in applying for the CEC Grant and has been retained by the District as the Design Engineer of Record for the project. The total amount of the potential CEC- Grant is \$1.8 million.

### **8) Project Update on Module 7**

Guy Petraborg, Director of Engineering & Compliance, presented on the progress of the Module 7 disposal area project. The overall approved budget for the project is \$8.5 million consisting of the Phase I Mass Excavation of \$2.5 million and the Phase II Base Liner System Installation of \$6 million. In June 2021, the Board approved a construction contract with Don Chapin Company of Salinas California in the amount of \$1,682,000 for the Phase I Mass Excavation.

**OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION**

**9) Accept Draft Audit Report for Fiscal Year 2020/21.**

Nathan Edelman from the accounting firm Eide Bailly LLP presented on the Districts audit for the Board. This Audit reflects more than 16 straight years of a clean audit presented to the MRWMD Board of Directors.

*Following a motion by Director Albert, seconded by Director Laska, Board unanimously approved to Accept Draft Audit for Fiscal Year 2020/21.*

**STAFF REPORTS**

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

Garth Gregson, Finance Manager provided a verbal report at the meeting. The District continues to perform at better than expected levels compared to budget.

**11) Report on Technical Advisory Committee (TAC) and SB 1383 October 20, 2021 Meeting.**

Zoe Shoats, Director of Communications provided a verbal update on the TAC meeting and SB 1383.

**OTHER CORRESPONDENCE**

**GENERAL MANAGER COMMUNICATIONS**

General Manager provided a summary of the items mentioned in his report to the Board of Directors.

Berta Torres, Human Resources Manager provided a verbal report on the challenges to fill positions in the Operations.

Committee Meetings – The Finance and Personnel Committee meetings scheduled for December 1<sup>st</sup> will be rescheduled to December 8, 2021 at 9:00 and 10:30 a.m.

**BOARD COMMUNICATIONS**


Director Delgado thanked Scott Meiser and John Easton for assisting with the litter clean up efforts on Lapis Rd.

Chair Campbell wished all a Happy Thanksgiving.

**ADJOURNMENT**

There being no further business to come before the Board at this time, the November 19, 2021. Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Campbell at 11:15 a.m.

**RECORDED BY:**



Ida Gonzales  
Executive Assistant/ Board Clerk

**AUTHENTICATED BY:**



Timothy S. Flanagan  
General Manager/Secretary