

BOARD OF DIRECTORS

JASON CAMPBELL
Chair

JERRY BLACKWELDER
Vice Chair

LEO LASKA
BRUCE DELGADO

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

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.
September 17, 2021

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

MEMBERS PRESENT: Jason Campbell, (Chair) City of Seaside Councilmember
Leo Laska, Pebble Beach Community Services District Director
Luke Coletti, City of Pacific Grove Councilmember
Carrie Theis, City of Carmel-by-the-Sea Councilmember
Dan Albert, City of Monterey Councilmember
Kim Shirley, City of Del Rey Oaks Councilmember
Wendy Root Askew, (Unincorporated) Monterey County Board of Supervisors Chair
(District 4)
Luke Coletti, City of Pacific Grove Councilmember

MEMBERS ABSENT: Bruce Delgado, City of Marina Mayor
Jerry Blackwelder, (Vice Chair) City of Sand City Vice Mayor

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
Gilbert Najera, Power Systems Supervisor
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

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice duly given and presence of a quorum established, the September 17, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Director Theis (Acting Chair) at 9:15 a.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATIONS

There were no public communications.

CONSENT AGENDA

Following a motion by Director Askew, seconded by Director Coletti, the Board unanimously approved the Consent Agenda

- 1) Approve Minutes of August 20, 2021 Regular Board Meeting.
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for August 2021.
- 3) Receive Report on September 1, 2021 Finance Committee Meeting.
- 4) Receive Report on September 1, 2021 Personnel Committee Meeting.
- 5) Approve the General Manager's Request For An Exception to the District's Voluntary Separation – Resignation or Retirement Policy, On a Non-Precedent Setting Basis, Allowing the Use of the Balance of Accrued Paid Time Off in Excess of 22 Days.
- 6) Authorize General Manager to Submit an Application for Participation in the PG&E Retrofit Program.
- 7) Approve the Addition of New Classification, Communications and Public Education Manager, to the District's Organization Structure and Related Pay Schedule.
- 8) Declare Surplus and Authorize the Disposition of Multiple District Assets by Selling them for Scrap and/or by the Sealed Bid Solicitation Process.
- 9) Authorize General Manager to Execute a Contract with Wood Brothers Inc. of Lemoore, CA for Landfill Storm Drain Piping Installation, in the amount not to exceed \$90,000.

RECOGNITION/PRESENTATIONS

10) Presentation on Strategic Planning: Our Path Forward by Catherine Hambley.

Catherine Hambley presented on the future planning discussion around our process for Strategic Planning for FY 21/22. She reviewed the focus on the introductory “mission, vision, and values (T.R.A.I.T.S)”. That include Teamwork, Respect, Accountability, Integrity, Transparency, and Stewardship. Ms. Hambley reviewed the preliminary work she has done with staff on the strategic goals, the District Pillars and discussed the next phase of the strategic planning process.

Board Discussion followed on the possible future adoption and commitment of a Zero waste culture and the Districts vision vs mission statement. Discussion continued on the strategic planning process timeline and the inclusion of the new General manager in the process.

General Manager responded that the Strategic Planning session will be held early next year possibly during the February Board meeting. This will allow the new General manager to be involved.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

11) Authorize the Award of a Contract for Tree Maintenance Along Charles Benson Road to Tope's Tree Service, Inc. of Pacific Grove, CA in the Amount of \$85,215.

Guy Petaborg, Director of Engineering and Compliance provided a summary of the enclosed staff report. Mr. Petaborg reported that solicitations for bids were sent to six contractors registered with the state department of relations as a public works contractor. Staff received one bid resulting from the bid solicitation and one inquiry from a second party during the solicitation process. The second party declined to submit a bid to the District.

Board discussion followed on the cost of the tree maintenance for trees that may potentially be removed in the future. Mr. Petaborg responded that the cost of the tree maintenance does include traffic control associated with the contractor completing work during normal business hours. Which includes traffic control of thousands of vehicles accessing Charlie Benson Road during normal business hours.

General Manager commented that the tree maintenance is a great opportunity for potential shared services with Monterey One Water.

Board discussion continued on the solicitation process of the request for bids and possibility of reviewing the process for future bid solicitations.

The plan to replace the removed trees has not been established. Staff will solicit input from the Board on future plans.

Following a motion by Director Laska, seconded by Director Campbell, the Board unanimously approved to Authorize the Award of a Contract for Tree Maintenance Along Charles Benson Road to Tope's Tree Service, Inc. of Pacific Grove, CA in the Amount of \$85,215.

STAFF REPORTS

13) Review Finance, Operating, and Recycling Reports

Garth Gregson, Finance Manager presented the Financial Review for the month of August.

13) Report on California Resource Recovery Association Conference (CRRA)

Zoe Shoats, Director of Communications provided a verbal report on the CRRA virtual conference.

14) Report on Technical Advisory Committee and SB1383

Zoe Shoats, Director of Communications provided a verbal update on the TAC meetings and SB1383.

OTHER CORRESPONDENCE

GENERAL MANAGER COMMUNICATIONS

General Manager had no additional comments.

BOARD COMMUNICATIONS

Chair Campbell reminded the Board that the General Manager interviews will be on Oct 6th in person.

CLOSED SESSION

The Board met in closed session at 10:55 a.m. on the following matters:

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-Milius-Brown Act representative.

1. Public Employment Appointment (Govt. Code sec. 54957)
Position to be filled: General Manager

2. Conference with Property Negotiators
Property: Landfill Site Space/Capacity
District Negotiators: Tim Flanagan, Timothy Brownell, Guy Petraborg, Garth Gregson and Zoe Shoats
Erin Harwayne (Denise Duffy Associates)
Negotiating Parties: Green Waste Recovery of San Jose, CA

RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

The Board came back into open session at 11:55 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.

ADJOURNMENT

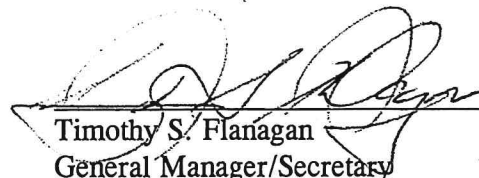
There being no further business to come before the Board at this time, the September 17, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Director Theis at 11:56 a.m.

RECORDED BY:

AUTHENTICATED BY:



Ida Gonzales
Executive Assistant/Clerk of the Board



Timothy S. Flanagan
General Manager/Secretary