

BOARD OF DIRECTORS

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VICE CHAIRGARY BALES
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ILA METTEE-McCUTCHONWILLIAM MERRY, P.E., BCEE
GENERAL MANAGER/
DISTRICT ENGINEERTIMOTHY S. FLANAGAN
ASST. GENERAL MANAGERRICHARD SHEDDEN, P.E.
SENIOR ENGINEERRICHARD NORTON
ADMIN. SERVICES MGR.ROBERT WELLINGTON
COUNSEL

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Home of the Last Chance Mercantile

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT REGULAR MEETING MINUTES

9:30 a.m., Friday
July 18, 2008Boardroom
Monterey Peninsula Landfill
Marina, CA

MEMBERS PRESENT Leo Laska, Chair
Sue McCloud, Vice Chair
Gary Bales
David Pendergrass
Ken Gray
Joseph P. Russell
Don Jordan
Libby Downey
Ila Mettee-McCutchon

MEMBERS ABSENT: None

STAFF PRESENT: Tim Flanagan, Assistant General Manager
Ken Buchert, Legal Counsel
Richard Norton, Administrative Services Manager
Richard Shedden, Senior Engineer
Charles Rees, Finance Manager
Don Prescott, Information Systems Manager
Jeff Lindenthal, Public Education & Recycling Manager
Jack Cook, Safety Manager
Glen Evett, Last Chance Mercantile/Household Hazardous Manager
Ron Mooneyham, Equipment Maintenance Manager
Richard Pettitt, Site Manager
Rebecca Aguilar, Administrative Support Supervisor
Amber Watson, Administrative Support Specialist
Sonia Haro, Administrative Support Specialist
Kimberle Herring, Public Education Coordinator
Clyde Walkup, Materials Recovery Facility Supervisor/OE3 Operations Shop Steward
Beatriz Fernandez, Last Chance Mercantile Assistant Manager
David Sawyer, Last Chance Mercantile Supervisor

OTHERS PRESENT: Angela Brantley, City of Monterey
Mike Niccum, Pebble Beach Community Services District
Bjorn Lundegard, City of Seaside
Matt Fore, Monterey County Environmental Health Department
Tom Buell, Monterey Regional Waste Pollution Control Agency
Jay Ramos, Waste Management, Inc.
Matt Krenz, Monterey County Environmental Health Department
Lewis Leader



ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice having been duly given and the presence of a quorum established, the July 18, 2008, Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Laska at 9:30 a.m.

CONSENT AGENDA

With regard to Item 3, Assistant General Manager clarified that the recommendation was to issue a request for bids not accept bids.

Following a motion by Vice Chair McCloud, and seconded, the Board approved the following actions:

- 1) **Approve Minutes of June 20, 2008 Regular Board Meeting**
- 2) **Approve Report of Disbursements**
- 3) **Authorize Issuance of Request for Bids for the Purchase of Two New Roll-Off Trucks**
- 4) **Adopt Resolution 2008-07 Establishing Financial Assurance for Corrective Action for the Monterey Peninsula Landfill and Authorizing the Board Chair to Execute a Pledge of Revenue Agreement for Corrective Action with the California Integrated Waste Management Board**

PRESENTATIONS

5) Presentation on Administrative Operations

Richard Norton, Administrative Services Manager, gave the Board a presentation on the District's administrative functions. He stated that the District was well known for its various programs and operations and the administrative staff was the key tie for all of those programs and operations to include human resources. He praised Becky Aguilar, Amber Watson, and Sonia Haro for all of their hardworking efforts and excellent communication skills.

Assistant General Manager thanked the administrative staff for all of their assistance to him during the absence of the General Manager in preparing the Board meeting packets.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

6) Adopt Resolution 2008-08 Establishing District Investment Policy and Guidelines for Fiscal Year 2008/09

The Board reviewed a memorandum from Finance Manager regarding the District investment policy.

Board discussion followed regarding investing the Local Agency Investment Fund (LAIF) versus other investments.

It was moved by Director Downey, seconded, and Unanimously Carried To: Adopt Resolution 2008-08 Establishing District Investment Policy and Guidelines for Fiscal Year 2008/09.

7) Award Contract to Vector Engineering, Inc., in the Amount of \$84,395 for the Installation of Landfill Gas Monitoring Probes

The Board reviewed a memorandum from Senior Engineer regarding the installation of additional monitoring probes. Assistant General Manager stated this expenditure was necessary to comply with recent revisions to the California Code of Regulations that created more stringent requirements for LFG monitoring at active landfills.

Senior Engineer stated that the new regulations required that the probes, which monitor any migrating gas, be installed 1,000 feet apart, therefore requiring the District to install 13 probes in addition to the existing 4 probes. A request for proposals had been issued and Vector Engineering, Inc. was found to be the most cost competitive proposal received.

Board discussion followed regarding the more stringent requirements and the depth of the monitors. Senior Engineer stated that the regulations had been in place for closed landfills and were now being extended to active landfills. The monitoring probes were placed from 6 feet to over 100 feet underground. The District's landfill has experienced very minimal issues with migrating gas. Director Mettee-McCutchon expressed appreciation that the cost of the installation was under the budgeted amount.

It was moved by Director Mettee-McCutchon, seconded, and Unanimously Carried To: Award Contract to Vector Engineering, Inc., in the Amount of \$84,395 for the Installation of Landfill Gas Monitoring Probes.

STAFF REPORTS

8) Financial, Operating and Recycling Reports

The Board also reviewed the financial statements for May 2008. Assistant General Manager stated that the June financials were not available because of the reconciliation activities required for the annual year-end closing statements.

The Board reviewed the Operating Report for June 2008. The total solid waste accepted into the site (excluding regional waste from Santa Cruz County and Watsonville) during June 2008 was 26,981 tons, a decrease of 2,346 tons from May 2008 and up 490 tons (or 1.8%) from June of last year. The tonnage from Santa Cruz County was 1,426 and the City of Watsonville delivered 888 tons during the month of June. Director Bales commented the overall incoming tonnage would be less if the District was not receiving the regional waste from Santa Cruz County and Watsonville.

9) Report on Public Education, Recycling and Litter

The Board reviewed a memorandum from Public Education and Recycling Manager.

Matt Krenz, Monterey County Environmental Health Specialist, addressed the Board and provided a presentation on the 3rd annual County Clean-Up Day which took place on April 19th. He stated the clean up day had been originated by the Illegal Dumping and Litter Abatement Task Force as part of an on-going effort to reduce litter. The event, which continues to be successful with more volunteers and sites each year, also promotes year round activities. He thanked the District for providing supplies and free disposal coupons and District staff for their assistance. He stated he looked forward to planning the event next year.

10) Report on the July 15th Meeting of the Special District's Association of Monterey County

The Board reviewed the minutes of the Special District's Association of Monterey County April 15th meeting. Assistant General Manager gave the Board a brief report on the meeting which included a presentation on investments opportunities for local government.

11) Report on April 17, 2008 Safety Committee

The Board reviewed the April 17, 2008 Safety Committee meeting minutes.

The Board inquired about the reported thefts. Safety Manager reported that theft precautionary measures have been taken and also that cameras are being considered for possible placement around the site.

12) Report on 2007 Annual Safety Review

The Board received a report on employee injuries and property loss incidents from the Safety Manager. The report, which is being provided at the Board's request, is an annual summary of incidents and injuries resulting from District operations. Staff will be implementing several measures in an effort to improve the effectiveness of the safety program and lessen the rate of incidents and injuries.

OTHER CORRESPONDENCE**13) Letter From and To Mr. Douglas R. McLain RE: Alternative Fuels**

The Board reviewed a letter from Dr. McClain to the District, the Monterey Regional Water Pollution Control Agency (MRWPCA), and the Monterey Salinas Transit (MST) regarding the use of landfill gas (LFG) to power buses. The Board also reviewed the response letter which had been provided by MST General Manager which noted that MST had retired its CNG fleet, but was undertaking a pilot project to process biodiesel from mustard seeds. The letter also noted that the District currently sold all of its excess landfill gas to produce electricity.

Director Downey inquired whether the District had responded to the letter and the response was that the District had not. Administrative Support Supervisor advised that General Manager had provided input to MST prior to their response. Assistant General Manager stated that although the production of liquefied fuel was possible, it would require the District to change its infrastructure. Vice Chair McCloud stated that during the strategic planning process, it was determined that landfill gas alternatives would be evaluated for future consideration.

14) Letter from Association of Monterey Bay Area Governments RE: Sanctuary Advisory Committee

Assistant General Manager reported that Public Education and Recycling Manager would serve on the AMBAG Technical Advisory Committee (TAC).

Vice Chair McCloud asked if the TAC was a subcommittee of the Sanctuary Advisory Committee (SAC). Director Downey responded that the TAC was not; rather it would advise AMBAG for response to the (SAC). Board discussion followed regarding the formation of the various advisory committees and its appointments.

15) Email from Salvation Army RE: Thank You for Recycling/Papermaking Presentation

The Board received a copy of a nice thank you note sent to Public Education Coordinator from the Salvation Army regarding her work with the children and making recycled paper.

Administrative Support Specialist Amber Watson addressed the Board and stated that the District receives many compliments with regard to the public education program which was a tribute to the efforts of the public education staff.

GENERAL MANAGER COMMUNICATIONS

Assistant General Manager reported that a letter to the Monterey County Herald from the MRWPCA regarding the disposal of pharmaceuticals. The letter referred use of the Household Hazardous Waste program as part of the “keep drugs out of the drain” policy, which recommended that pharmacies adopt a “take-back” program, proposed by the MRWPCA and the National Drug Control Policy. Assistant General Manager stated that the District would have to review how prescription drugs and regulated drugs could be accepted at the HHW program, although there is some concern with District employees handling certain drugs. He also stated that the acceptance would potentially have a negative financial impact on the District.

Board discussion followed regarding the proper disposal of pharmaceuticals. Matt Fore stated that he had been working on a model take back program which would be administered by law enforcement agencies in where they would collect and dispose the pharmaceuticals in conjunction with controlled substances. Vice Chair McCloud requested that this item be placed on the Litter Abatement Task Force Agenda.

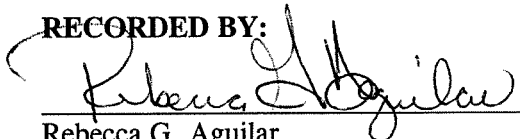
BOARD COMMUNICATIONS

Director Downey requested that when Authority meetings are held, staff not request the County to representative to be excused from the meeting, but rather state they abstain from voting on any actions.

ADJOURNMENT

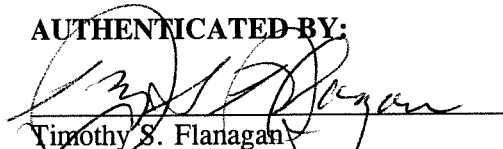
There being no further business to come before the Board at this time, the July 18, 2008 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned to August 15, 2008, by Chair Laska at 10:40 a.m.

RECORDED BY:



Rebecca G. Aguilar
Administrative Support Supervisor/
Recording Secretary

AUTHENTICATED BY:



Timothy S. Flanagan
Assistant General Manager