

BOARD OF DIRECTORS

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DISTRICT ENGINEER

TIMOTHY S. FLANAGAN
ASST. GENERAL MANAGER

RICHARD SHEDDEN, P.E.
SENIOR ENGINEER

RICHARD 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
June 15, 2007

Boardroom
Monterey Peninsula Landfill
Marina, CA

MEMBERS PRESENT: Leo Laska, Chair
Sue McCloud, Vice Chair
Dave Pendergrass
Ken Gray
Joseph Russell
Don Jordan

MEMBERS ABSENT: Gary Bales
Libby Downey
Dave Potter

STAFF PRESENT: William Merry, General Manager
Timothy Flanagan, Assistant General Manager
Rob Wellington, Legal Counsel
Richard Shedden, Senior Engineer
Richard Norton, Administrative Services Manager
Charles Rees, Finance Manager
Jack Cook, Interim Safety Manager
Harry Hunzie, Materials Recovery Facility Manager
Ron Mooneyham, Equipment Maintenance Manager
Don Prescott, Information Systems Manager
Rebecca Aguilar, Administrative Support Supervisor
Kimberly Herring, Public Education Assistant
Amber Watson, Administrative Support Specialist I
Suzan Fine, Recycling Attendant/SEIU President
Clyde Walkup, Materials Recovery Facility Supervisor/OE3 Operations Shop Steward

OTHERS PRESENT: Angela Brantley, City of Monterey
Bjorn Lundegard, City of Seaside
Tom Buell, Monterey Regional Water Pollution Control Agency
James Dix, Monterey Regional Water Pollution Control Agency
Kathleen Lee, Monterey County Supervisorial District 5
Ted Terrasas, Monterey County Environmental Health Department
Jack Conner, Waste Management, Inc.
Lewis Leader

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice having been duly given and the presence of a quorum established, the June 15, 2007, 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

Following a motion by Director Pendergrass, and seconded, the Board approved the following actions:

- 1) **Approve Minutes of May 18, 2007 Regular Board Meeting**
- 2) **Approve Report of Disbursements**
- 3) **Authorize Sale of Declared Surplus Equipment to Bavarian Auto Recycling, Inc.**

ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

- 4) **Adopt Resolution 2007-04 Approving Final Budget for Fiscal Year 2007/2008**

The Board reviewed Resolution 2007-04 authorizing the final budget for fiscal year 2007/08. General Manager stated the memorandum prepared by Finance Manager Chuck Rees showed only minor adjustments from the Preliminary Budget presented to the Board in May. Wage adjustments in the final budget reflected the Urban Consumers Bay Area cost of living increase of 3.3%.

Finance Manager stated that capital outlay had increased because of the carry forward of projects not expended in the current year's budget. Operating Expenses were estimated at \$16,864,000, Revenues at \$18,700,00, and Capital Outlay at \$3,145,500.

Vice Chair McCloud inquired whether the bonds could be paid off early for a substantial savings. Finance Manager responded that he would inquire about the savings potential.

It was moved by Vice Chair McCloud, seconded, and Unanimously Carried To: Adopt Resolution 2007-04 Approving Final Budget for Fiscal Year 2007-2008.

- 5) **Approve Amendments to MOU's with Bargaining Groups to Incorporate Cost of Living Adjustments and Provide Same Adjustment to Non-Represented Employees, and Approve Title Change From Public Education Assistant to Public Education Coordinator**

The Board reviewed a memorandum from Administrative Services Manager Rich Norton related to amendments to the Memorandum of Understanding (MOU)'s to incorporate the 3.3% Urban Consumers Bay Area cost of living adjustments and to provide the same adjustments to non-represented employees. A change of job title from Public Education Assistant to Public Education Coordinator was also recommended to more accurately reflect the job duties.

It was moved by Vice Chair McCloud, seconded, and Unanimously Carried To: Approve Amendments to MOU's with Bargaining Groups to Incorporate Cost of Living Adjustments and Provide Same Adjustment to Non-Represented Employees, and Approve Title Change From Public Education Assistant to Public Education Coordinator.

6) Authorize Scope of Work with Shaw LFG Specialties to Refurbish and Repair Landfill Gas (LFG) Skid Compression Equipment and Gas Filter System

The Board reviewed a memorandum from Assistant General Manager Tim Flanagan requesting authorization of a scope of work with Shaw LFG Specialties to refurbish and repair the landfill gas (LFG) skid compression equipment and gas filter system. General Manager stated that after further review, staff had concluded that Shaw intended to refurbish and repair the original equipment for the price originally quoted of \$338,000 plus freight, for a total cost of \$350,500.

Director Jordan suggested providing photos of the equipment in the future to help understand the work that would be undertaken. Assistant General Manager responded staff intended to take photos of all the equipment for this purpose and for inventory purposes. Director Gray requested an explanation of the landfill gas equipment operation. General Manager provided details on how the landfill gas was extracted, converted into fuel, and fed into the engine/generators, which in turn produced 4,600 kilowatts of renewable power.

It was moved by Director Gray, seconded, and Unanimously Carried To: Authorize Scope of Work with Shaw LFG Specialties for a Total Cost of \$350,500.

7) Authorize Scope of Work with Dadiw Associates for Assistance with Document Management

The Board reviewed a memorandum from Information Systems Manager Don Prescott. The scope of work for \$12,400 was a continuation of the work effort by Laura (Paxton) Dadiw in the management and organization of the District's electronic files over the next twelve months.

Vice Chair McCloud inquired where the electronic files backup was located. Information Systems Manager responded that they were stored in a building on site, separate from the administration building.

It was moved by Director Jordan, seconded, and Unanimously Carried To: Authorize Scope of Work with Dadiw Associates for Assistance with Document Management in the Amount of \$12,400.

8) Receive Annual Review of Employee Injuries and Property Loss Incidents

The Board reviewed a report prepared by Interim Safety Manager Jack Cook and Administrative Services Manager Rich Norton on employee injuries and property loss incidents. General Manager stated the report was at the request of the Board as an annual summary of incidents and injuries resulting from District operations. He acknowledged the efforts of the Safety Manager and Administrative Services Manager in preparing the report.

Administrative Services Manager stated that lost days were indicative of the seriousness of the injury. Lost days also increased claim costs, which in turn affected the experience modifier. The experience modifier was based on a formula established by the ratings bureau and changed whenever claim costs over three fiscal years decreased or increased. For fiscal year 2007/08, fiscal year 2005/06 had replaced fiscal year 2002/03. In fiscal year 2005/06, costs incurred had been over \$267,000 compared to \$87,000 in fiscal year 2002/03 raising the experience modifier from 103% to 149% for an increase of approximately \$200,000 for fiscal year 2007/08. He stated that the District goal was to have employees come to work and leave without injury.

Board discussion followed regarding tracking of incidents and wellness programs. With regard to the wellness program, Administrative Services Manager stated the District provided annual flu, tetanus, and pneumonia shots,

as well as an employee assistance counseling program. Employees also received monthly wellness newsletters and could elect to participate in the annual exercise challenge. The Board directed staff to research and coordinate a wellness program.

It was moved by Director Pendergrass, seconded, and Unanimously Carried To: Receive Report on Employee Injuries and Property Loss Incidents.

9) Provide Direction on State Legislation Related to Recycling and Waste Management

The Board reviewed information related to several legislative bills and a draft letter of support for AB 904 (Feuer) - Plastic and Marine Debris Reduction, Recycling and Composting Act. General Manager recommended the Board authorize sending the letter supporting the bill which would assist local efforts to control plastic litter from ending up on the ground and in the ocean. Board discussion followed regarding Styrofoam packaging and take out containers.

It was moved by Director Gray, seconded, and Unanimously Carried To: Authorize Letter of Support for AB 904 (Feuer).

STAFF REPORTS

10) Financial, Operating, and Recycling Reports

The Board reviewed the financial statement for April. Total Operating Revenues for the month were \$1,456,013, with total Operating Expenses at \$1,266,822. Net Operating Income was a positive \$189,191. The May Operating & Recycling Reports were not available for the Board meeting, and will be provided at the July meeting.

General Manager reported that scrap metal prices were up and that A&S Metals of Castroville would be paying the District \$155.55 per ton to haul off metal. The District anticipates selling approximately 1,000 tons of scrap metal for the three month period ending June 30th, resulting in \$150,000 in revenue.

11) Report on Public Education, Recycling, and Litter

The Board reviewed a memorandum from Public Education and Recycling Manager Jeff Lindenthal summarizing recent Department of Conservation grants, local recycling, and anti-litter efforts. General Manager reported the District has been selected to receive an award from the California Resource Recovery Association (CRRA) for the outstanding diversion efforts realized by the Last Chance Mercantile. District staff will attend the annual conference in San Pedro, July 29th to August 1st, where the award will be presented. The Board requested that staff issue a press release.

12) Report on Upgraded Waste Screening Program

The Board reviewed a memorandum from Senior Engineer summarizing waste screening efforts by District staff. General Manager reported he had appeared on May 18th at the monthly meeting of the City Managers Group, to outline the need to adopt the proposed Construction and Demolition (C&D) Model Ordinances, and the need to incorporate an amendment to the City Building Permit applications to include a place for contractors to sign off that they have complied with local rules and regulations related to management of asbestos containing materials and other hazardous materials from their projects. Vice Chair McCloud reported the City of Carmel-by-the-Sea was in the process of adopting the C&D Ordinance.

13) Report on Regional Waste

The Board reviewed a report from Santa Cruz County Director of Public Works, Thomas L. Bulich, dated May 3, 2007, reporting on Santa Cruz County's long term waste management plans. The Board also received several news articles related to regional waste.

OTHER CORRESPONDENCE**14) Letter to Monterey County RE: Support of Proposed Landfill Buffer Zone Ordinance**

The Board reviewed a letter sent on May 25th in support of the Monterey County proposed Landfill Buffer Zone Ordinance. Ted Terrasas, Monterey County Environmental Health, reported that due to the high volume of concerns received during the public comment period, the County intended to conduct stakeholder meetings prior to further action on the proposed ordinance.

GENERAL MANAGER COMMUNICATIONS

General Manager reported that staff had been working with Candace Ingram on the Workplan resulting from the April Board session on Strategic Planning and anticipated bringing a draft Workplan forward for their review and approval at the July Board meeting.

General Manager reported staff had been advised that the Salinas Valley Water Diversion Project, including construction of the Rubber Dam, had been delayed and was now scheduled for sometime in 2008. Further, he stated that he had been selected to Chair the Monterey County Integrated Waste Management Task Force which was comprised of representatives of all 12 cities in the county, the franchised haulers, and other agencies.

General Manager reported the Annual Conference of the California Special Districts Association would be held in Monterey, October 1-4, and would include a tour of the District's operations.

ELECTION OF OFFICERS FOR FISCAL YEAR 2007-2008

It was moved by Vice Chair McCloud, seconded and Unanimously Carried To: Re-Elect Leo Laska as Chair of the Monterey Regional Waste Management District Board for Fiscal Year 2007-2008.

It was moved by Chair Laska, seconded and Unanimously Carried To: Re-Elect Sue McCloud as Vice Chair of the Monterey Regional Waste Management District Board for Fiscal Year 2007-2008.

CLOSED SESSION

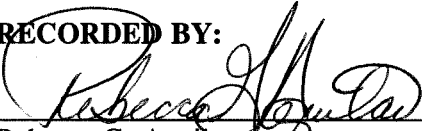
Chair Laska announced that no closed session was required regarding the following:

- 1) Conference with Labor Negotiators
District Negotiators: William Merry, Tim Flanagan, and Richard Norton
Employee Organizations: All Bargaining Groups
All Terms and Conditions.

ADJOURNMENT

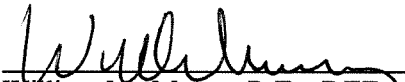
There being no further business to come before the Board at this time, the June 15, 2007 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned to July 20, 2007 by Chair Laska at 11:04 a.m.

RECORDED BY:



Rebecca G. Aguilar
Administrative Support Supervisor/
Recording Secretary

AUTHENTICATED BY:



William M. Merry, P.E., DEE
General Manager/Secretary