



LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

(a California public agency)

Board of Directors:

Ralph Ellis, Chairman
Aaron Albaugh, Vice Chairman
Chris Gallagher
Brian Moore
Kevin Stafford
Mendy Schuster (City Alternate)
Tom Hammond (County Alternate)

Staff:

Manager: Vacant
Clerk of the Board: Vacant
Counsel: Josh Nelson
Landfill Foreman: Gary Gillis

LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

BOARD OF DIRECTORS, SPECIAL MEETING

– *AGENDA* –

TUESDAY

September 28, 2021 at 1:00 p.m.
707 Nevada Street, Susanville, California 96130

- ▶ Any person desiring to address the Board of Directors shall first secure permission of the presiding officer.
- ▶ The Public may address matters under the jurisdiction of the Board of Directors, and not on the Agenda, at the time provided in the Agenda under Public Comment.
- ▶ The Board of Directors will not take action on any subject that is not on the Agenda.

Next resolution in line for adoption: 2021-02

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- A. CALL TO ORDER
 - B. ROLL CALL OF BOARD OF DIRECTORS
 - C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
 - D. CLOSED SESSION – No items(s) for consideration.



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LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

BOARD OF DIRECTORS

– *MINUTES* –

TUESDAY

June 22, 2021 at 1:00 PM

- A. CALL TO ORDER.** *At 1:00 p.m., Vice Chairman Albaugh called the meeting to order.*
- B. ROLL CALL OF BOARD OF DIRECTORS.** *, Vice Chariman Albaugh, Directors Gallagher, Stafford, and Moore were present. Chairman Elis was absent*
- C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** Director Gallagher motioned to approve the agenda as written. Director Stafford seconded. Motion was approved 4-0.
- D. CLOSED SESSION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case. No reportable action.
- E. PUBLIC COMMENT.**
Damon Shea of C&S provided update on operations over past month. Having some difficulties in hiring drivers with commercial drivers license. Provided

E. PUBLIC COMMENT

(Any person may address the Board at this time to comment on any subject not on the agenda. However, the Board may not take action other than to direct staff to place the matter on the agenda at a future meeting).

F. REPORTS AND INFORMATION

1. Unagendized Reports by Board Members
2. Auditor's Report
3. Claims of Expenses
4. Staff Reports

G. CONSENT CALENDAR

1. *Subject:* Approval of and/or Additions to and Deletions from the June 22, 2021 Board of Directors Regular Meeting Minutes.

Action Requested: Approve Minutes.

(Consent calendar items are routine and usually approved by a single vote. Prior to action by the Board, the public will be given the opportunity to comment on any consent item.

H. REGULAR CALENDAR

1. *Subject:* That the Board receive an update regarding privatization of all solid waste operations.
2. *Subject:* Consider waiving tipping fee for disposal of City of Susanville's fall leaf collection program.
3. *Subject:* Discuss meeting time for regular Board meetings.

I. ADJOURNMENT

Next Regularly Scheduled Board of Directors Meeting: October 26, 2021

bins for cleanup in Westwood earlier in month. Preparing for upcoming Lassen County Fair.

F. REPORTS AND INFORMATION

1. **Unagendized Reports by Board Members.** Director Gallagher stated that last green waste cleanup went great.
2. **Auditor's Report.** Received by Board.
3. **Claims of Expenses.** Received by Board. Several questions were asked and answered.
4. **Staff Reports.** Manager stated there was a new gate keeper at the Westwood Transfer Station.

G. CONSENT CALENDAR

1. No Items.

H. PUBLIC HEARING

1. ***Subject:* Adopt by resolution recommended budget for fiscal year July 1, 2021 – June 30, 2022.** Acting Manager Heimbigner presented a recommended budget to allow operations to continue fiscally. A final budget would be recommended for adoption at a future meeting in July or August. Director Gallagher motioned to approve the agenda as written. Director Stafford seconded. Motion was approved 4-0.

I. REGULAR SESSION

1. ***Subject:* That the Board receive staff update regarding privatization of all solid waste operations.** C&S Waste was working on an updated operational cost estimate and expected to have that available to Ad Hoc Committee in next several days. Counsel Nelson updated board on status of draft agreement.
2. ***Subject:* Approve transfer from Solid Waste Professional and Specialized Services 585-0241-3002300 in the amount of \$5,963.22 to reimburse County Road Operating Budget 122-1221-2007402 for County's Road Account Auditor time distributed to solid waste operations.** Manager Heimbigner explains that transfer is to cover time that Road Account Auditor has spent on Solid Waste related tasks.

3. **Subject: Approve transfer from Solid Waste Professional and Specialized Services 585-0241-3002300 in the amount of \$13,333.50, split equally (\$6,666.75) between the County's Buildings & Grounds Budget 100-0221-2007402 and Road Operating Budget 122-1221-2007402 for County's Director of Public Works/Transportation time distributed to solid waste operations.** Manager Heimbigner explains that transfer is to cover time that he has spent on Solid Waste related tasks.
4. **Next Scheduled Board of Directors Meeting: Consider calling special meeting on July 20, 2021 or August 10, 2021.** The consensus was to hold the meeting on August 10th.

J. ADJOURNMENT. *At 1:35 p.m., Vice Chairman Albaugh closed the meeting.*

**LASSEN REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY**

RALPH ELLIS,
CHAIRMAN OF THE BOARD OF DIRECTORS

CLERK OF THE BOARD OF DIRECTORS

Lassen Regional Solid Waste Management Authority



INFORMATION

TO: LRSWMA BOARD OF DIRECTORS
FROM: PETE HEIMBIGNER
SUBJECT: AUDITOR'S REPORT
DATE: September 28, 2021

A current Auditor's Report is unavailable from the Auditor at this time. Board of Directors action is not required.

Fiscal Year 2022 As of 9/23/2021
Fund 585 SOLID WASTE
Budget Unit 0241 SOLID WASTE
Cost Center NONE

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">Budget Status</h3>
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User: pheimbigner

Percent of Year Elapsed 23 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3010	SALARIES AND EMPLOYEE BENEFITS						
3000100	SALARIES AND WAGES	\$0.00	\$0.00	\$80,975.87	\$0.00	(\$80,975.87)	0%
3000110	OVERTIME	\$0.00	\$0.00	\$1,811.11	\$0.00	(\$1,811.11)	0%
3000130	EXTRA HELP	\$0.00	\$0.00	\$6,238.16	\$0.00	(\$6,238.16)	0%
3000200	RETIREMENT	\$0.00	\$0.00	\$8,405.60	\$0.00	(\$8,405.60)	0%
3000202	MEDICARE	\$0.00	\$0.00	\$1,371.83	\$0.00	(\$1,371.83)	0%
3000210	SOCIAL SECURITY	\$0.00	\$0.00	\$5,865.91	\$0.00	(\$5,865.91)	0%
3000300	GROUP INSURANCE - HEALTH	\$0.00	\$0.00	\$5,132.50	\$0.00	(\$5,132.50)	0%
3000310	FLEX PLAN/CAFETERIA	\$0.00	\$0.00	\$14,851.96	\$0.00	(\$14,851.96)	0%
3000320	GROUP INSURANCE - DENTAL	\$0.00	\$0.00	\$892.00	\$0.00	(\$892.00)	0%
3000330	GROUP INSURANCE- LIFE	\$0.00	\$0.00	\$371.20	\$0.00	(\$371.20)	0%
	Major Object Total	\$0.00	\$0.00	\$125,916.14	\$0.00	(\$125,916.14)	0%
3020	SERVICES AND SUPPLIES						
3001100	CLOTHING & PERSONAL	\$0.00	\$0.00	\$98.00	\$0.00	(\$98.00)	0%
3001200	COMMUNICATIONS	\$0.00	\$0.00	\$2,405.98	\$0.00	(\$2,405.98)	0%
3001400	HOUSEHOLD EXPENSES	\$0.00	\$0.00	\$2,030.61	\$0.00	(\$2,030.61)	0%
3001500	INSURANCE	\$0.00	\$0.00	\$44,726.93	\$0.00	(\$44,726.93)	0%
3001701	MAINTENANCE-COUNTY VEHICLES	\$0.00	\$0.00	\$6,992.25	\$0.00	(\$6,992.25)	0%
3001800	MAINT-BUILDINGS & IMPROVEMENTS	\$0.00	\$0.00	\$171.59	\$0.00	(\$171.59)	0%
3002200	OFFICE EXPENSE	\$0.00	\$0.00	\$1,057.16	\$0.00	(\$1,057.16)	0%
3002201	POSTAGE	\$0.00	\$0.00	\$131.24	\$0.00	(\$131.24)	0%
3002205	GRANT EXPENSE	\$0.00	\$0.00	\$295.04	\$0.00	(\$295.04)	0%
3002300	PROFESSIONAL & SPECIALIZED SV	\$0.00	\$0.00	\$32,313.33	\$0.00	(\$32,313.33)	0%

Fiscal Year 2022 As of 9/23/2021
Fund 585 SOLID WASTE
Budget Unit 0241 SOLID WASTE
Cost Center NONE

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">Budget Status</h3>
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User: pheimbigner

Percent of Year Elapsed %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3002600	RENTS & LEASES - BUILDINGS	\$0.00	\$0.00	\$4,566.00	\$0.00	(\$4,566.00)	0%
3002700	SMALL TOOLS AND INSTRUMENTS	\$0.00	\$0.00	(\$7.24)	\$0.00	\$7.24	0%
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$0.00	\$0.00	\$8,165.06	\$0.00	(\$8,165.06)	0%
3002900	TRANSPORTATION AND TRAVEL	\$0.00	\$0.00	\$9,294.18	\$0.00	(\$9,294.18)	0%
3003000	UTILITIES	\$0.00	\$0.00	\$864.46	\$0.00	(\$864.46)	0%
	Major Object Total	\$0.00	\$0.00	\$113,104.59	\$0.00	(\$113,104.59)	0%
	Cost Center Total	\$0.00	\$0.00	\$239,020.73	\$0.00	(\$239,020.73)	0%
	Budget Unit Total	\$0.00	\$0.00	\$239,020.73	\$0.00	(\$239,020.73)	0%
	Fund Total	\$0.00	\$0.00	\$239,020.73	\$0.00	(\$239,020.73)	0%

Lassen Regional Solid Waste Management Authority



INFORMATION

TO: LRSWMA BOARD OF DIRECTORS
FROM: PETE HEIMBIGNER
SUBJECT: CLAIMS OF EXPENSES
DATE: September 28, 2021

The Claims of Expenses for the period of August 26, 2021 to September 23, 2021 is attached. Board of Directors action is not required.

County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
09/01/21	585	0241		3000100		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$39.55	
09/01/21	585	0241		3000100		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$13,496.59	
09/15/21	585	0241		3000100		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$14,103.94	
09/15/21	585	0241		3000110		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$896.80	
09/01/21	585	0241		3000130		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$730.60	
09/15/21	585	0241		3000130		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$702.48	
09/01/21	585	0241		3000200		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$1,405.59	
09/15/21	585	0241		3000200		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$1,452.82	
09/01/21	585	0241		3000202		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$0.57	
09/01/21	585	0241		3000202		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$218.35	
09/15/21	585	0241		3000202		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$239.76	
09/01/21	585	0241		3000210		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$2.45	
09/01/21	585	0241		3000210		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$933.69	
09/15/21	585	0241		3000210		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$1,025.20	
09/01/21	585	0241		3000300		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$1,010.00	
09/15/21	585	0241		3000300		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$1,010.00	
09/01/21	585	0241		3000310		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$2,652.00	
09/15/21	585	0241		3000310		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$2,652.00	
09/01/21	585	0241		3000320		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$160.00	
09/15/21	585	0241		3000320		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$160.00	
09/01/21	585	0241		3000330		99999	VARIOUS VENDORS	09/01/21 PAYROLL ENTRIES	00000003	PR000011	\$63.80	
09/15/21	585	0241		3000330		99999	VARIOUS VENDORS	09/15/21 PAYROLL ENTRIES	00000003	PR000012	\$63.80	
09/02/21	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	53025212730512998 8/10-9/10/21	01166782	CL804545	\$608.92	
09/02/21	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	53025768220913898 8/10-9/10/21	01166782	CL804545	\$331.72	
09/02/21	585	0241		3001400		11208	AMERIPRIDE SERVICES, INC.	1102587390 8/12/21	01166777	CL804538	\$63.31	
09/02/21	585	0241		3001400		11208	AMERIPRIDE SERVICES, INC.	1102590943 8/19/21	01166777	CL804538	\$135.56	
09/02/21	585	0241		3001400		15609	LIFESTYLE SUSANVILLE, LLC	492966 8/10/21	01166786	CL804549	\$50.35	
09/02/21	585	0241		3001400		6239	SYLVIA SCHMITT	90972 7/31/21 RAVENDALE	01166778	CL804539	\$72.00	
09/02/21	585	0241		3001400		6239	SYLVIA SCHMITT	90986 7/31/21 MADELINE	01166778	CL804539	\$72.00	
09/02/21	585	0241		3001400		6239	SYLVIA SCHMITT	91096 7/31/21 BIEBER	01166778	CL804539	\$75.00	
09/02/21	585	0241		3001400		6239	SYLVIA SCHMITT	91104 7/31/21 SPAULDING	01166778	CL804539	\$75.00	
09/02/21	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6187180081221 8/12/21	01166785	CL804548	\$44.98	
09/02/21	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6257141081321 8/13/21	01166785	CL804548	\$139.45	
09/09/21	585	0241		3001500		4284	SPECIAL DIST RISK MGMT AUTH	329977 6/29/01 2021-2022	01166938	CL804777	\$44,726.93	
09/02/21	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-322895 8/12/21	01166784	CL804547	\$46.11	
09/02/21	585	0241		3001701		1900	J W WOOD COMPANY, INC	S123373 5/12/21	01166783	CL804546	\$19.11	

County of Lassen
Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
09/02/21	585	0241		3001701		1900	J W WOOD COMPANY, INC	S123854 6/03/21	01166783	CL804546	\$6.60	
09/02/21	585	0241		3001701		250	DIAMOND SAW SHOP	18733 8/19/21	01166779	CL804540	\$48.02	
09/09/21	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-326087 8/27/21	01166932	CL804771	\$13.93	
09/09/21	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-326867 8/31/21	01166932	CL804771	\$125.47	
09/09/21	585	0241		3001701		1259	BRIAN T PHILLIPS	53038 8/10/21	01166930	CL804770	\$472.33	
09/09/21	585	0241		3001701		13039	MANUEL SANTANA	18144-O 8/25/21	01166939	CL804778	\$86.24	
09/09/21	585	0241		3002200		11481	INLAND BUSINESS SYSTEMS, INC.	IN2101648 8/23/21	01166929	CL804768	\$6.26	
09/09/21	585	0241		3002200		4104	OFFICE DEPOT	1888875870001 8/17/21	01166933	CL804772	\$409.03	
09/02/21	585	0241		3002201		10922	FRANCOTYP-POSTALIA	RI105001186 8/15/21	01166781	CL804544	\$131.24	
09/02/21	585	0241		3002300		6239	SYLVIA SCHMITT	90946 7/31/21 LITTLE VALLEY	01166778	CL804539	\$72.00	
09/09/21	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A65007 7/31/21 WESTWOOD	01166940	CL804779	\$98.66	
09/09/21	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A65008 7/31/21 HERLONG	01166940	CL804779	\$98.66	
09/09/21	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A65068 7/31/21 BASS HILL	01166940	CL804779	\$197.32	
09/09/21	585	0241		3002600		14975	SIERRA DESERT PROPERTIES	14975-09/01/21 SEPT. RENT	01166937	CL804775	\$1,522.00	
09/02/21	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	CL5514950 8/1-8/15/21 442.52	01166780	CL804543	\$442.52	
09/09/21	585	0241		3002900		12424	STEPHANIE ANDERSON	12424-RMBMLG 6/2-8/16/21 SA	01166927	CL804776	\$482.72	
09/09/21	585	0241		3002900		15864	RANDY SHEETZ	15864-RMBMLG 7/12-8/31/21 RS	01166935	CL804774	\$212.80	
09/09/21	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	5630706 8/25/21	01166928	CL804767	\$1,852.61	
09/09/21	585	0241		3003000		515	LMUD	20073 7/18-8/20/21	01166931	CL804769	\$283.78	
09/09/21	585	0241		3003000		736	PG&E	5719487814-6 8/25/21	01166934	CL804773	\$16.18	
Total Budget Year Expenditures:											\$96,058.80	
Grand Total:											\$96,058.80	