



LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

(a California public agency)

Board of Directors:

Ralph Ellis, Chairman
Aaron Albaugh, Vice Chairman
Chris Gallagher
Mendy Schuster
Kevin Stafford
Quincy McCourt (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, REGULAR MEETING

– *AGENDA* –

TUESDAY

September 27, 2022 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: 2022-02

-
- 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.

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 for the following meeting minutes.
 - August 23, 2022 Board of Directors Meeting Minutes.

Action Requested: Approve Minutes.

H. PUBLIC HEARING (1:15 PM)

(Public Hearings are scheduled at the time stated and will be heard by the Board of Directors as close to the stated time as possible).

1. **Subject:** Consideration of Resolution No. 2022-02, Approval of Final Fiscal Year 2022/2023 Budget for the LRSWMA.

Action Requested: Review and Discuss Fiscal Year 2022/2023 Budget. Approve Resolution No. 2022-02.

I. REGULAR CALENDAR

1. **Subject:** That the Board receive update regarding privatization of all solid waste operations.

J. ADJOURNMENT

Next Scheduled Board of Directors Meeting: October 25, 2022

Lassen Regional Solid Waste Management Authority



INFORMATION

TO: LRSWMA BOARD OF DIRECTORS
FROM: PETE HEIMBIGNER
SUBJECT: CLAIMS OF EXPENSES
DATE: September 27, 2022

The Claims of Expenses for the period of August 19, 2022 to September 22, 2022, 2022 is attached. Board of Directors action is not required.

Agenda Item F.3

County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
08/31/22	585	0241		3000100		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$13,564.90	
09/14/22	585	0241		3000100		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$13,562.53	
08/31/22	585	0241		3000110		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$602.71	
09/14/22	585	0241		3000110		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$647.94	
08/31/22	585	0241		3000130		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$825.00	
09/14/22	585	0241		3000130		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$825.00	
08/31/22	585	0241		3000200		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$1,418.56	
09/14/22	585	0241		3000200		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$1,418.34	
08/31/22	585	0241		3000202		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$242.19	
09/14/22	585	0241		3000202		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$235.86	
08/31/22	585	0241		3000210		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$1,035.57	
09/14/22	585	0241		3000210		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$1,008.48	
09/14/22	585	0241		3000300		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$1,052.50	
08/31/22	585	0241		3000310		99999	VARIOUS VENDORS	08/31/22 PAYROLL ENTRIES	00000003	PR000012	\$1,710.13	
09/14/22	585	0241		3000310		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$3,077.78	
09/14/22	585	0241		3000320		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$160.00	
09/14/22	585	0241		3000330		99999	VARIOUS VENDORS	09/14/22 PAYROLL ENTRIES	00000003	PR000013	\$58.00	
08/25/22	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302521273051299-8 8/10/22	01177142	CL827008	\$603.10	
08/25/22	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302576822091389-8 8/10/22	01177142	CL827008	\$337.29	
08/25/22	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302945291063093-8 8/5/22	01177142	CL827008	\$95.23	
08/19/22	585	0241		3001400		94	KAREN L. ZAPPETTINI	94 JULY OFFICE WATER	01176988	CL826696	\$43.68	
09/01/22	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6187180 081122	01177299	CL827217	\$17.05	
09/01/22	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6257141 081222	01177299	CL827217	\$247.18	
08/19/22	585	0241		3001701		162	CASHMAN EQUIPMENT CO.	INWO1509710 7/25/22	01176983	CL826687	\$380.00	
08/19/22	585	0241		3001701		162	CASHMAN EQUIPMENT CO.	INWO1509711 7/25/22	01176983	CL826687	\$444.35	
08/19/22	585	0241		3001701		589	AIRGAS USA, LLC	9990535868 7/1/22	01176979	CL826678	\$49.10	
08/19/22	585	0241		3001701		853	LES SCHWAB TIRE CENTERS OF CA	60400365410 7/29/22	01176985	CL826697	\$374.09	
08/25/22	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-388494 8/11/22	01177144	CL827010	\$32.15	
08/25/22	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-388650 8/12/22	01177144	CL827010	\$30.46	
09/01/22	585	0241		3001701		15609	LIFESTYLE SUSANVILLE, LLC	507275 8/9/22	01177300	CL827218	\$12.54	
09/09/22	585	0241		3001701		162	CASHMAN EQUIPMENT CO.	INPS3632517 8/22/22	01177534	CL827491	\$64.34	
09/09/22	585	0241		3001701		162	CASHMAN EQUIPMENT CO.	INW01518830 8/23/22 ACT#100236	01177534	CL827491	\$2,154.82	
09/15/22	585	0241		3001701		555	PORTER ENTERPRISES-NAPA SIERRA	420098 8/23/22	01177763	CL827734	\$63.05	
08/25/22	585	0241		3001800		15609	LIFESTYLE SUSANVILLE, LLC	506828 7/27/22	01177146	CL827027	\$30.23	
09/01/22	585	0241		3002000		4858	ENVIRONMENTAL SRVCS JPA	0000165-IN 7/1/22	01177296	CL827011	\$6,000.00	
09/09/22	585	0241		3002200		16092	ODP BUSINESS SOLUTIONS,LLC	259711231001 8/25/22	01177537	CL827494	\$447.08	

County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
08/19/22	585	0241		3002201		14785	JEREMIAH BATTERTON	14785 POSTGE 8/7/22	01176981	CL826694	\$12.48	
08/19/22	585	0241		3002201		94	KAREN L. ZAPPETTINI	94 JULY OFFICE POSTAGE	01176988	CL826696	\$69.60	
09/01/22	585	0241		3002201		10922	FRANCOTYP-POSTALIA	RI10537403 8/14/22	01177297	CL827215	\$137.81	
08/19/22	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A68660 7/31/22	01176987	CL826699	\$109.39	
08/19/22	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A68661 7/31/22	01176987	CL826699	\$109.39	
08/19/22	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A68719 7/31/22	01176987	CL826699	\$218.78	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421553U037 7/27/22	01176982	CL826682	\$3,091.84	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421554U037 7/27/22	01176982	CL826682	\$680.72	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421555U037 7/27/22	01176982	CL826682	\$685.52	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421556U037 7/27/22	01176982	CL826682	\$2,648.18	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421557U037 7/27/22	01176982	CL826682	\$1,763.64	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421558U037 7/27/22	01176982	CL826682	\$3,664.22	
08/19/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174421559U037 7/27/22	01176982	CL826682	\$255.35	
08/19/22	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	2591058944 7/28/22	01176980	CL826681	\$92.66	
08/25/22	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	2591064813 8/11/22	01177140	CL827006	\$92.39	
08/25/22	585	0241		3002300		14143	BEST BEST & KRIEGER LLP	939405 7/3/22	01177141	CL827007	\$182.00	
08/25/22	585	0241		3002300		14143	BEST BEST & KRIEGER LLP	942195 8/11/22	01177141	CL827007	\$584.95	
08/25/22	585	0241		3002300		8337	CHRISTINE W. BROWN	2723 6/22/22 BASS HILL	01177143	CL827009	\$1,765.59	
08/25/22	585	0241		3002300		8337	CHRISTINE W. BROWN	2725 6/30/22 HANDOFF	01177143	CL827009	\$318.75	
09/01/22	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	2591068151 8/18/22	01177295	CL827214	\$92.33	
09/09/22	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	2591070797 8/25/22 92.33	01177531	CL827488	\$92.33	
09/09/22	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	1500-00854291 8/25/22 289.00	01177532	CL827487	\$289.00	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481189U037 8/29/22	01177761	CL827732	\$2,766.18	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481193037 8/29/22	01177761	CL827732	\$2,061.24	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481195U037 8/29/22	01177761	CL827732	\$685.52	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481196U037 8/29/22	01177761	CL827732	\$1,867.24	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481197U037 8/29/22	01177761	CL827732	\$1,990.61	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481198U037 8/29/22	01177761	CL827732	\$3,504.84	
09/15/22	585	0241		3002300		12356	C&S WASTE SOLUTIONS	174481199U037 8/29/22	01177761	CL827732	\$255.35	
09/15/22	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	2591073755 9/1/22	01177760	CL827731	\$92.33	
09/15/22	585	0241		3002300		15482	PLEXUS GLOBAL LLC	Inv. 15187 8/31/22 \$196.00 SW	01177584	CL827768	\$196.00	
09/01/22	585	0241		3002600		14975	SIERRA DESERT PROPERTIES	SEPTEMBER RENT	01177298	CL827216	\$1,522.00	
09/09/22	585	0241		3002800		3595	CA DEPT OF TAX & FEE ADMIN	L0016303088 8/29/22 INTEREST	01177533	CL827490	\$30.98	
08/19/22	585	0241		3002900		15864	RANDY SHEETZ	15864 JULY MILEAGE 7/31/22	01176986	CL826698	\$193.75	
08/19/22	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	25355 7/31/21	01176984	CL826689	\$1,069.32	
08/19/22	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	7929966 8/2/22	01176984	CL826689	\$7,284.33	

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">Expenditure Account Detail</h3>

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
08/19/22	585	0241		3002900		94	KAREN L. ZAPPETTINI	94 JULY MILEAGE 7/31/22	01176988	CL826696	\$245.00	
09/09/22	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	8046075 8/24/22 ACCT 100810	01177535	CL827492	\$3,582.09	
09/09/22	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	8076289 9/1/22 ACCT 100810	01177535	CL827492	\$196.65	
09/15/22	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	30758 8/5/122	01177762	CL827733	\$639.89	
09/09/22	585	0241		3003000		515	LMUD	20073 8/25/22 ACCT 47976	01177536	CL827493	\$308.00	
09/09/22	585	0241		3003000		736	PG&E	5719487814-6 7/25-8/23/22	01177538	CL827495	\$13.77	
08/19/22	585	0241		3006200		15793	AMAZON CAPITAL SERVICES, INC	PO225128 150FT CAT5e ETHERNET	01176817	CL827039	\$46.99	
08/19/22	585	0241		3006200		15793	AMAZON CAPITAL SERVICES, INC	PO225128 CA STATE SALES TAX	01176817	CL827039	\$506.96	
08/19/22	585	0241		3006200		15793	AMAZON CAPITAL SERVICES, INC	PO225128 NAVPOINT CAT5e ETHER	01176817	CL827039	\$59.57	
08/19/22	585	0241		3006200		15793	AMAZON CAPITAL SERVICES, INC	PO225128 UBIAF24HDUSPACK2	01176817	CL827039	\$6,885.99	
08/24/22	585	0241		3006200		14406	CALCARD HOUSEL, JASON	JULY22 CC JH AMAZON	00000001	JE000288	\$214.44	
Total Budget Year Expenditures:											\$106,047.19	
Grand Total:											\$106,047.19	

Fiscal Year 2023 As of 9/22/2022
Fund 585 SOLID WASTE
Budget Unit 0241 SOLID WASTE
Cost Center NONE

County of Lassen Budget Status

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	\$81,154.36	\$0.00	(\$81,154.36)	0%
3000110	OVERTIME	\$0.00	\$0.00	\$1,933.79	\$0.00	(\$1,933.79)	0%
3000130	EXTRA HELP	\$0.00	\$0.00	\$5,730.00	\$0.00	(\$5,730.00)	0%
3000200	RETIREMENT	\$0.00	\$0.00	\$8,474.61	\$0.00	(\$8,474.61)	0%
3000202	MEDICARE	\$0.00	\$0.00	\$1,404.50	\$0.00	(\$1,404.50)	0%
3000210	SOCIAL SECURITY	\$0.00	\$0.00	\$6,005.30	\$0.00	(\$6,005.30)	0%
3000300	GROUP INSURANCE - HEALTH	\$0.00	\$0.00	\$5,262.50	\$0.00	(\$5,262.50)	0%
3000310	FLEX PLAN/CAFETERIA	\$0.00	\$0.00	\$17,285.34	\$0.00	(\$17,285.34)	0%
3000320	GROUP INSURANCE - DENTAL	\$0.00	\$0.00	\$820.00	\$0.00	(\$820.00)	0%
3000330	GROUP INSURANCE- LIFE	\$0.00	\$0.00	\$295.80	\$0.00	(\$295.80)	0%
	Major Object Total	\$0.00	\$0.00	\$128,366.20	\$0.00	(\$128,366.20)	0%
3020	SERVICES AND SUPPLIES						
3001200	COMMUNICATIONS	\$0.00	\$0.00	\$2,402.57	\$0.00	(\$2,402.57)	0%
3001400	HOUSEHOLD EXPENSES	\$0.00	\$0.00	\$1,298.11	\$0.00	(\$1,298.11)	0%
3001701	MAINTENANCE-COUNTY VEHICLES	\$0.00	\$0.00	\$13,183.26	\$0.00	(\$13,183.26)	0%
3001800	MAINT-BUILDINGS & IMPROVEMENTS	\$0.00	\$0.00	\$748.28	\$0.00	(\$748.28)	0%
3002000	MEMBERSHIPS	\$0.00	\$0.00	\$6,000.00	\$0.00	(\$6,000.00)	0%
3002200	OFFICE EXPENSE	\$0.00	\$0.00	\$580.84	\$0.00	(\$580.84)	0%
3002201	POSTAGE	\$0.00	\$0.00	\$219.89	\$0.00	(\$219.89)	0%
3002300	PROFESSIONAL & SPECIALIZED SV	\$0.00	\$0.00	\$54,127.77	\$0.00	(\$54,127.77)	0%
3002600	RENTS & LEASES - BUILDINGS	\$0.00	\$0.00	\$3,044.00	\$0.00	(\$3,044.00)	0%
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$0.00	\$0.00	\$6,258.98	\$0.00	(\$6,258.98)	0%

Fiscal Year 2023 As of 9/22/2022
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
3002900	TRANSPORTATION AND TRAVEL	\$0.00	\$0.00	\$27,301.63	\$0.00	(\$27,301.63)	0%
3003000	UTILITIES	\$0.00	\$0.00	\$934.90	\$0.00	(\$934.90)	0%
	Major Object Total	\$0.00	\$0.00	\$116,100.23	\$0.00	(\$116,100.23)	0%
3040	FIXED ASSETS						
3006200	EQUIPMENT	\$0.00	\$0.00	\$7,713.95	\$0.00	(\$7,713.95)	0%
	Major Object Total	\$0.00	\$0.00	\$7,713.95	\$0.00	(\$7,713.95)	0%
	Cost Center Total	\$0.00	\$0.00	\$252,180.38	\$0.00	(\$252,180.38)	0%
	Budget Unit Total	\$0.00	\$0.00	\$252,180.38	\$0.00	(\$252,180.38)	0%
	Fund Total	\$0.00	\$0.00	\$252,180.38	\$0.00	(\$252,180.38)	0%

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">General Ledger Summary</h3>

Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
385	0100000	SOLID WASTE AUTHORITY JPA	\$2,223,838.11	\$3,798.70	\$2,227,636.81	
585	0100000	LASSEN SOLID WASTE JPA	\$2,283,900.49	\$167,564.36	\$2,451,464.85	
586	0100000	SW CAPITAL IMPROVEMENT FUND	\$886,878.64	\$0.00	\$886,878.64	
			\$5,394,617.24	\$171,363.06	\$5,565,980.30	



LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

(a California public agency)

Board of Directors:

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

– *MINUTES* –

TUESDAY

August 23, 2022 at 1:00 PM

- A. **CALL TO ORDER.** *At 1:03 p.m., Chairman Ellis called the meeting to order.*
- B. **ROLL CALL OF BOARD OF DIRECTORS.** *Directors, Ellis, Stafford, and Schuster were present. Director Albaugh, Gallagher, and Hammond were absent.*
- C. **AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** Director Stafford motioned to approve the agenda as written. Director Schuster seconded. Motion was approved 3-0.
- D. **CLOSED SESSION** – None.
- E. **PUBLIC COMMENT.** Damon Shea reported on operations and activities.

Discussion was held regarding Cal Recycle and the frustration statewide with the feasibility of the programs.

F. REPORTS AND INFORMATION

1. **Unagendized Reports by Board Members.** None.
2. **Auditor's Report.** Unavailable due to waiting for the County budget to be approved.
3. **Claims of Expenses:** Mr. Heimbigner reviewed information as presented.
Discussion was held to clarify some line items. Mr. Heimbigner said he would check on the unclear items.
4. **Staff Reports:** None.

G. CONSENT CALENDAR:

1. **Subject: Approval of minutes.** It was agreed to postpone the minutes approval for July 26, 2022.

H. REGULAR SESSION

1. **Subject: That the Board receive an update regarding privatization of all solid waste operations.** Mr. Shea provided an update and stated that he has met with staff, and the legal team for contract review and revisions. He estimates the contract should be ready to return to the Authority for their review by next week.
Director Ellis asked if there was anything that was cause for concern. Mr. Shea said that changes that were made were to make the contract more location specific versus using a verbatim contract copied from Tehama County. There will be more language discussed for specific site operations once the legal portion of the contract is agreed upon. Mr. Nelson said he is looking forward to seeing the contract.
2. **Subject: That the Board review and comment on the draft budget for fiscal year July 1, 2022 – June 30, 2023.** Mr. Heimbigner reviewed information as provided in packets.
Discussion was held regarding Capital Projects and a visual presentation was provided for the well monitoring operations, repairs, and installation at the Herlong Transfer Station.
Direction was given to move forward with the budget hearing process and include the well monitoring upgrades and installation to the list of Capital Projects.

I. **ADJOURNMENT.** *At 1:49 p.m., Chairman Ellis 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



STAFF REPORT

TO: LRSWMA BOARD OF DIRECTORS
FROM: PETE HEIMBIGNER
SUBJECT: ADOPTION OF RECOMMENDED BUDGET FOR FISCAL YEAR 2022
-2023
DATE: September 27, 2022

ACTION REQUESTED: Adopt recommended budget for Fiscal Year 2022/2023.

DISCUSSION: A draft budget was presented at the previous directors meeting on August 23 for review and comment (report and budget attached). The primary discussion focused on capital project expenditures for environmental monitoring infrastructure (water and gas wells) required by State regulatory agencies. Staff has recommended that Herlong Landfill regulatory improvements be prioritized this year in the amount of \$75,000 dollars. The remainder of the budget is essentially status quo in comparison to last year's with the exception of increase to Salaries and Employee Benefits portion of budget.

Lassen Regional Solid Waste Management Authority



STAFF REPORT

TO: LRSWMA BOARD OF DIRECTORS
FROM: PETE HEIMBIGNER
SUBJECT: ADOPTION OF RECOMMENDED BUDGET FOR FISCAL YEAR 2022
-2023
DATE: August 23, 2022

ACTION REQUESTED: Review and comment on draft budget for FY 22/23

DISCUSSION: The FY 22-23 operating budget (draft attached) is essentially complete. There are multiple capital improvement projects that are currently required by regulatory agencies. Funding all the projects in a single fiscal year is not feasible. During the meeting the priority of the multiple projects can be discussed.

**FISCAL YEAR 2022/2023 ESTIMATED
Summary**

Fund: 585
Department : SOLID WASTE
Budget Unit Name: SOLID WASTE
Budget Unit Number: 0241

Account Name	FY 2021/22 Budgeted	FY 2022/23 Preliminary	Expansion/ (Reduction)
Total FTE Employees	14.05	14.05	0.00
Salaries & Benefits	\$ 899,840	\$ 943,310	43,470
Services & Supplies	\$ 853,200	\$ 873,500	20,300
Other Charges	\$ -	\$ -	0
Capital Outlay	\$ -	\$ -	0
Appropriation for Contingencies	\$ -	\$ -	
TOTAL BUDGET REQUEST	\$ 1,753,040	\$ 1,816,810	63,770
Revenues Available	\$ 1,815,000	\$ 1,850,000	\$ 35,000
Fund Balance (if applicable)			\$ -
TOTAL REVENUES AVAILABLE	\$ 1,815,000	\$ 1,850,000	\$ 35,000
NET GENERAL FUND REQUIRED	\$ (61,960)	\$ (33,190)	\$ 28,770

Department Head Signature

Date: _____

		ACCOUNT-NAME	FY 2019/20 ACTUAL	FY 2020/21 ACTUAL	FY 2021/22 FINAL BUDGET	FY 2022/23 REQUESTED
FUND	585	SOLID WASTE/JPA				
BUDGET-UNIT	0241	SOLID WASTE				
COST-CENTER						
ACCOUNT						
		3000100 SALARIES & WAGES	360,991	390,076	496,145	520,852
		3000102 UNIFORM ALLOWANCE	600	750	750	750
		3000110 OVERTIME	19,973	6,377	20,000	20,000
		3000130 EXTRA HELP	28,933	42,702		
		3000160 FURLOUGH SAVINGS				
		3000161 VACANCY SAVINGS				
		3000200 RETIREMENT	38,085	38,459	45,296	47,313
		3000202 MEDICARE	5,980	6,529	8,230	8,589
		3000205 PERS UNFUNDED RETIREMENT LIABILITY	46,915	55,225	66,790	66,000
		3000210 SOCIAL SECURITY	25,570	27,916	35,192	36,724
		3000300 GROUP INSURANCE - HEALTH	32,844	20,558	43,742	46,017
		3000310 FLEX PLAN / CAFETERIA PLAN	51,793	56,020	99,733	103,528
		3000320 GROUP INSURANCE - DENTAL	4,248	3,580	5,760	5,760
		3000330 GROUP INSURANCE - LIFE	1,531	1,488	1,761	1,761
		3000340 GROUP INSURANCE - VISION	153			
		3000400 WORKERS COMPENSATION INSURANCE	55,119	73,045	67,279	67,000
		3000401 WORKERS COM EXPERIENCE LOSS				
		3000501 OTHER POST EMPLOYMENT BENEFITS	13,834	10,325	9,162	10,018
		3000510 UNEMPLOYMENT INSURANCE	5,850	9,716		9,000
		3000750 YE SALARIES AND EMPLOYEE BENEFITS	(23,608)			
		3000760 CHANGE IN COMPENSATED ABSENCES	2,685	(22,387)		
		SALARIES AND EMPLOYEE BENEFITS	671,496	720,379	899,840	943,310
		3001100 CLOTHING AND PERSONAL	7,328	6,837	7,500	2,000
		3001200 COMMUNICATIONS	10,754	11,752	11,000	12,000
		3001400 HOUSEHOLD EXPENSE		956		8,000
		3001500 INSURANCE	40,600	51,652	67,000	85,000
		3001700 MAINTENANCE - EQUIPMENT	14,554	22,648	35,000	35,000
		3001701 MAINTENANCE - COUNTY VEHICLES	4,925	2,589	20,000	40,000
		3001800 MAINTENANCE - BUILDING & IMPROVEMENTS	3,475	2,220	7,000	5,000
		3001801 MAINTENANCE - LANDFILL	11,466	12,867	15,000	15,000
		3002000 MEMBERSHIP	12,197	8,731	9,000	9,000
		3002200 OFFICE EXPENSE	7,835	7,469	9,000	6,000
		3002201 POSTAGE	944	1,172	1,000	1,500
		3002205 OIL GRANT EXPENSE	3,208	8,168	8,700	5,000
		3002300 PROFESSIONAL AND SPECIALIZED SERVICES	316,717	329,009	340,000	350,000
		3002312 PROFESSIONAL & SPECIALIZED - ACCOUNTING	40,129	43,405	50,000	50,000
		3002354 DOC GRANT EXPENSE				
		3002400 PUBLICATIONS AND LEGAL NOTICES	1,965	844	1,000	1,000
		3002500 RENTS AND LEASES -EQUIPMENT	5,247		10,000	10,000
		3002600 RENTS AND LEASES - BUILDING	16,742	18,264	21,000	22,000
		3002700 SMALL TOOLS AND INSTRUMENTS	362	1,729	2,000	1,000
		3002800 SPECIAL DEPARTMENTAL EXPENSE	113,998	117,177	120,000	120,000
		3002801 SPECIAL DEPARTMENTAL EXPENSE-A87				
		3002817 HHW GRANT EXPENSE				
		3002818 GRANT REIMBURSABLE EXPENSES	(4,144)		36,000	
		3002900 TRANSPORTATION AND TRAVEL	66,047	69,024	75,000	90,000
		3002901 CONFERENCES AND TRAINING			2,000	1,000
		3003000 UTILITIES	4,942	4,545	6,000	5,000
		3003010 UTILITIES - LIGHTS				
		SERVICES AND SUPPLIES	679,291	721,058	853,200	873,500
	3004900	DEPRECIATION	91,518	122,767		
		OTHER CHARGES	91,518	122,767	0	0
		3006160 BUILDING & IMPROVEMENTS NON-CAPITAL				
		3006100 BUILDING & IMPROVEMENTS				
		3006200 EQUIPMENT				
		3006203 EQUIPMENT- GRANT FUNDED				
		3006260 EQUIPMENT NON-CAPITALIZED				
		FIXED ASSETS	0	0	0	0
	3006500	SOLID WASTE CLOSURE/POST CLOSURE				
		CAPITAL OUTLAY	0	0	0	0
	3007000	OPERATING TRANSFER OUT	100,000			
		OPERATING TRANSFER OUT	1,000,000	0	0	0
	3010000	APPROPRIATION FOR CONTINGENCIES				
		APPROPRIATION FOR CONTINGENCIES	0	0	0	0
		SOLID WASTE	2,442,305	1,564,204	1,753,040	1,816,810
		FTEs	13.25	14.25	14.05	14.05

REVENUES

Budget Unit: SOLID WASTE
Fund: 585
Budget Unit # 0241

Account	Account Name	Description	FY 2019/20 ACTUAL	FY 2020/21 ACTUAL	FY 2021/22 FINAL BUDGET	FY 2022/23 REQUEST
2001500	FRANCHISE FEE		218,635	242,324	200,000	200,000
2003000	INTEREST		23,757	27,517	15,000	
2003900	FAIR MKT VLU/INT REV ADJ					
2006200	STATE - OTHER (USED OIL GRANT)					
2006220	STATE GRANT REIMB (HHW AND TIRES)		49,219			
2007400	OTHER-GOVT AGENCIES (DOC GRANT)					
2010001	SOLID WASTE/LANDFILL FEES		1,665,933	1,739,597	1,600,000	1,650,000
2010600	OTHER-CHARGES FOR CURRENT SVCS					
2010700	INTERFUND REVENUE					
2011100	OTHER SALES (SCRAP METAL)		24,979	52,399		
2011200	MISCELLANEOUS		1,808	26,280		
2011210	PRIOR YEAR REVENUE					
2012400	OTHER-TRUST TRANSFER					
TOTAL			\$1,984,331	\$2,088,117	\$1,815,000	\$1,850,000

LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

RESOLUTION NO. 2022-02

RESOLUTION ADOPTING A FINAL BUDGET FOR FISCAL YEAR 2022/2023

Be it Hereby Resolved by the Board of Directors of the Lassen Regional Solid Waste Management Authority that the Board, having held a public hearing on the adoption of a proposed budget and having published notice as required by law, herein adopts the final budget for fiscal year 2022/2023, attached hereto.

Adopted at a meeting of the Board of Directors of the Lassen Regional Solid Waste Management Authority, State of California, on the 27th day of September 2022, by the following vote:

AYES: _____

NOES _____

ABSTAIN: _____

ABSENT: _____

**LASSEN REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY**

CHAIR OF THE BOARD OF DIRECTORS

ATTEST:

CLERK OF THE BOARD OF DIRECTORS