



## 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)  
Jason Ingram (County Alternate)  
Tom Neely (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

June 27, 2023 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: 2023-01

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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 - CONFERENCE WITH LEGAL COUNSEL -  
EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of case: Calkins v. LRSWMA, Lassen Superior Court, No.  
63661

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 May 23, 2023 Board of Directors Regular Meeting Minutes.

Action Requested: Approve Minutes.

H. REGULAR CALENDAR

1. *Subject:* Adoption of Recommended Budget for Fiscal Year 2023/2024

*Action Requested:* That the Board adopt the Recommended Budget for Fiscal Year 2023/2024 with following provisions.

1. Revenues no greater than Fiscal Year 2022/2023.
2. Appropriations no greater than Fiscal Year 2022/2023.
3. New permanent employee positions will only be considered by adoption of final budget.

2. *Subject:* Amendment to agreement with Converse Consultants for solid waste environmental services to conduct groundwater and landfill monitoring of multiple landfills.

*Action Requested:* That the Board Approve; 1) Extending the existing agreement, by amendment, with Converse Consultants for a term of one additional year and add an additional \$50,000 to agreement for a not to exceed amount of \$100,000; 2) Authorize the acting manager to sign the first amendment to agreement.

I. ADJOURNMENT

Next Scheduled Board of Directors Meeting: July 25, 2023

# Lassen Regional Solid Waste Management Authority



## *INFORMATION*

TO: LRSWMA BOARD OF DIRECTORS  
FROM: PETE HEIMBIGNER  
SUBJECT: AUDITOR'S REPORT  
DATE: June 22, 2023

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The Auditor's Report, dated June 22, 2023, is attached. Board of Directors action is not required.

Fiscal Year 2023 As of 6/22/2023  
Fund 585 SOLID WASTE  
Budget Unit 0241 SOLID WASTE  
Cost Center NONE

<b>County of Lassen</b> <b>Budget Status</b>
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User: pheimbigner

Percent of Year Elapsed 98 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
<b>3010</b>	<b>SALARIES AND EMPLOYEE BENEFITS</b>						
3000100	SALARIES AND WAGES	\$520,852.00	\$520,852.00	\$359,151.96	\$0.00	\$161,700.04	69%
3000102	BOOT OR UNIFORM ALLOWANCE	\$750.00	\$750.00	\$900.00	\$0.00	(\$150.00)	120%
3000110	OVERTIME	\$20,000.00	\$20,000.00	\$18,886.13	\$0.00	\$1,113.87	94%
3000130	EXTRA HELP	\$0.00	\$0.00	\$29,019.50	\$0.00	(\$29,019.50)	0%
3000200	RETIREMENT	\$47,313.00	\$47,313.00	\$35,720.92	\$0.00	\$11,592.08	75%
3000202	MEDICARE	\$8,589.00	\$8,589.00	\$6,374.37	\$0.00	\$2,214.63	74%
3000205	PERS RETIREMENT UNFUNDED LIAB	\$76,452.00	\$76,452.00	\$76,452.27	\$0.00	(\$0.27)	100%
3000210	SOCIAL SECURITY	\$36,724.00	\$36,724.00	\$27,240.16	\$0.00	\$9,483.84	74%
3000300	GROUP INSURANCE - HEALTH	\$46,107.00	\$46,107.00	\$24,152.50	\$0.00	\$21,954.50	52%
3000310	FLEX PLAN/CAFETERIA	\$103,528.00	\$103,528.00	\$73,457.82	\$0.00	\$30,070.18	71%
3000320	GROUP INSURANCE - DENTAL	\$5,760.00	\$5,760.00	\$3,600.00	\$0.00	\$2,160.00	63%
3000330	GROUP INSURANCE- LIFE	\$1,761.00	\$1,761.00	\$1,310.80	\$0.00	\$450.20	74%
3000400	WORKERS COMPENSATION INSURANCE	\$33,120.00	\$33,120.00	\$33,119.87	\$0.00	\$0.13	100%
3000501	OTHER POST-EMPLOYMENT BENEFITS	\$10,018.00	\$10,018.00	\$10,018.00	\$0.00	\$0.00	100%
3000510	UNEMPLOYMENT INSURANCE	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	0%
3000750	YEAR END SALARIES AND BENEFITS	\$0.00	\$0.00	(\$20,797.41)	\$0.00	\$20,797.41	0%
	<b>Major Object Total</b>	<b>\$919,974.00</b>	<b>\$919,974.00</b>	<b>\$678,606.89</b>	<b>\$0.00</b>	<b>\$241,367.11</b>	<b>74 %</b>
<b>3020</b>	<b>SERVICES AND SUPPLIES</b>						
3001100	CLOTHING & PERSONAL	\$2,000.00	\$2,000.00	\$129.90	\$0.00	\$1,870.10	6%
3001200	COMMUNICATIONS	\$12,000.00	\$12,000.00	\$12,599.50	\$0.00	(\$599.50)	105%
3001400	HOUSEHOLD EXPENSES	\$8,000.00	\$8,000.00	\$5,395.90	\$0.00	\$2,604.10	67%
3001500	INSURANCE	\$85,000.00	\$85,000.00	\$0.00	\$0.00	\$85,000.00	0%

Fiscal Year 2023 As of 6/22/2023  
Fund 585 SOLID WASTE  
Budget Unit 0241 SOLID WASTE  
Cost Center NONE

<b>County of Lassen</b> <b>Budget Status</b>
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User: pheimbigner

Percent of Year Elapsed 98 %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
3001700	MAINTENANCE - EQUIPMENT	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0%
3001701	MAINTENANCE-COUNTY VEHICLES	\$40,000.00	\$40,000.00	\$57,561.18	\$16,093.15	(\$33,654.33)	184%
3001800	MAINT-BUILDINGS & IMPROVEMENTS	\$5,000.00	\$5,000.00	\$2,706.97	\$0.00	\$2,293.03	54%
3001801	MAINTENANCE-LANDFILL	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0%
3002000	MEMBERSHIPS	\$9,000.00	\$9,000.00	\$12,275.00	\$0.00	(\$3,275.00)	136%
3002200	OFFICE EXPENSE	\$6,000.00	\$6,000.00	\$2,247.65	\$0.00	\$3,752.35	37%
3002201	POSTAGE	\$1,500.00	\$1,500.00	\$826.53	\$0.00	\$673.47	55%
3002205	GRANT EXPENSE	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0%
3002300	PROFESSIONAL & SPECIALIZED SV	\$350,000.00	\$350,000.00	\$273,855.04	\$0.00	\$76,144.96	78%
3002312	PROFESS & SPECICAL-ACCOUNTING	\$50,000.00	\$50,000.00	\$21,217.23	\$0.00	\$28,782.77	42%
3002400	PUBLICATIONS AND LEGAL NOTICES	\$1,000.00	\$1,000.00	\$84.00	\$0.00	\$916.00	8%
3002500	RENTS AND LEASES - EQUIPMENT	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0%
3002600	RENTS & LEASES - BUILDINGS	\$22,000.00	\$22,000.00	\$17,347.66	\$0.00	\$4,652.34	79%
3002700	SMALL TOOLS AND INSTRUMENTS	\$1,000.00	\$1,000.00	\$769.07	\$0.00	\$230.93	77%
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$120,000.00	\$120,000.00	\$72,654.46	\$0.00	\$47,345.54	61%
3002900	TRANSPORTATION AND TRAVEL	\$90,000.00	\$90,000.00	\$87,168.82	\$0.00	\$2,831.18	97%
3002901	CONFERENCES AND TRAINING	\$1,000.00	\$1,000.00	\$599.13	\$0.00	\$400.87	60%
3003000	UTILITIES	\$5,000.00	\$5,000.00	\$6,385.99	\$0.00	(\$1,385.99)	128%
	<b>Major Object Total</b>	<b>\$873,500.00</b>	<b>\$873,500.00</b>	<b>\$573,824.03</b>	<b>\$16,093.15</b>	<b>\$283,582.82</b>	<b>68 %</b>
<b>3040</b>	<b>FIXED ASSETS</b>						
3006200	EQUIPMENT	\$0.00	\$0.00	\$32,043.08	\$0.00	(\$32,043.08)	0%
	<b>Major Object Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,043.08</b>	<b>\$0.00</b>	<b>(\$32,043.08)</b>	<b>0%</b>
	<b>Cost Center Total</b>	<b>\$1,793,474.00</b>	<b>\$1,793,474.00</b>	<b>\$1,284,474.00</b>	<b>\$16,093.15</b>	<b>\$492,906.85</b>	<b>73 %</b>

Fiscal Year 2023 As of 6/22/2023

Fund 585 SOLID WASTE

Budget Unit

Cost Center

# County of Lassen Budget Status

User: pheimbigner

Percent of Year Elapsed %

Account	Account Name	Adopted Appropriation	Adjusted Appropriation	Expenditures	Outstanding Encumbrance	Unencumbered Balance	Percent Approp Used
	<b>Budget Unit Total</b>	<b>\$1,793,474.00</b>	<b>\$1,793,474.00</b>	<b>\$1,284,474.00</b>	<b>\$16,093.15</b>	<b>\$492,906.85</b>	<b>73 %</b>
	<b>Fund Total</b>	<b>\$1,793,474.00</b>	<b>\$1,793,474.00</b>	<b>\$1,284,474.00</b>	<b>\$16,093.15</b>	<b>\$492,906.85</b>	<b>73 %</b>

<h2 style="margin: 0;">County of Lassen</h2> <h3 style="margin: 0;">General Ledger Summary</h3>
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Fund	Account	Account Name	Opening Balance	YTD Activity	Balance	Status
385	0100000	SOLID WASTE AUTHORITY JPA	\$2,223,838.11	\$29,383.93	\$2,253,222.04	
585	0100000	LASSEN SOLID WASTE JPA	\$2,283,900.49	\$401,070.67	\$2,684,971.16	
586	0100000	SW CAPITAL IMPROVEMENT FUND	\$886,878.64	(\$65,538.86)	\$821,339.78	
			<b>\$5,394,617.24</b>	<b>\$364,915.74</b>	<b>\$5,759,532.98</b>	

# Lassen Regional Solid Waste Management Authority



## *INFORMATION*

TO: LRSWMA BOARD OF DIRECTORS  
FROM: PETE HEIMBIGNER  
SUBJECT: CLAIMS OF EXPENSES  
DATE: June 22, 2023

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The Claims of Expenses for the period of May 19, 2023 to June 22, 2023, 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	*
05/24/23	585	0241		3000100		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$14,587.08	
06/07/23	585	0241		3000100		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$14,481.31	
05/24/23	585	0241		3000110		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$530.66	
06/07/23	585	0241		3000110		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$1,513.53	
05/24/23	585	0241		3000130		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$1,790.25	
06/07/23	585	0241		3000130		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$2,952.75	
06/14/23	585	0241		3000130		0	UNASSIGNED VENDOR	4/26/23 MISC PAYROLL	00000001	JE002405	\$248.00	
05/24/23	585	0241		3000200		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	(\$183.00)	
05/24/23	585	0241		3000200		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$1,510.74	
06/07/23	585	0241		3000200		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	(\$183.00)	
06/07/23	585	0241		3000200		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$1,458.41	
06/14/23	585	0241		3000200		0	UNASSIGNED VENDOR	4/26/23 MISC PAYROLL	00000001	JE002405	\$15.38	
06/14/23	585	0241		3000200		0	UNASSIGNED VENDOR	4/26/23 MISC PAYROLL	00000001	JE002405	\$22.20	
05/24/23	585	0241		3000202		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$261.41	
06/07/23	585	0241		3000202		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$288.25	
06/14/23	585	0241		3000202		0	UNASSIGNED VENDOR	4/26/23 MISC PAYROLL	00000001	JE002405	\$3.60	
05/24/23	585	0241		3000210		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$1,117.77	
06/07/23	585	0241		3000210		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$1,232.52	
05/24/23	585	0241		3000300		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$945.00	
06/07/23	585	0241		3000300		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$945.00	
05/24/23	585	0241		3000310		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$2,778.00	
06/07/23	585	0241		3000310		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$2,568.15	
05/24/23	585	0241		3000320		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$140.00	
06/07/23	585	0241		3000320		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$120.00	
05/24/23	585	0241		3000330		99999	VARIOUS VENDORS	05/24/23 PAYROLL ENTRIES	00000003	PR000057	\$52.20	
06/07/23	585	0241		3000330		99999	VARIOUS VENDORS	06/07/23 PAYROLL ENTRIES	00000003	PR000060	\$46.40	
06/13/23	585	0241		3001100		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-440697 5/30/23	01004435	CL837133	\$129.90	
05/26/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302521273051299-8 5/10/23	01003657	CL836310	\$687.90	
05/26/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302576822091389-8 5/10/23	01003657	CL836310	\$346.03	
05/26/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302945291063093-8 5-5-23	01003657	CL836310	\$105.85	
06/09/23	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6257141 051923 5/19/3	01003975	CL836626	\$188.63	
06/12/23	585	0241		3001400		16044	CALCARD HEIMBIGNER, PETER	MAY23 CC PH IN*ZAENGLES CARPET	00000001	JE002388	\$85.52	
06/13/23	585	0241		3001400		889	DS WATERS OF AMERICA,INC	6187180 051823 5/18/23	01004441	CL837134	\$18.05	
05/26/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-436698 5/10/23	01003659	CL836311	\$299.84	
05/26/23	585	0241		3001701		15912	PACE SUPPLY CORP	318594401 5/16/23	01003660	CL836312	\$50.26	
05/26/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3787248 5/2/23	01003655	CL836309	\$184.26	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
06/01/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INW01603669 5/16/23	01003816	CL836490	\$390.11	
06/09/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-439788 5/25/23	01003973	CL836624	\$351.79	
06/09/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-439818 5/25/23	01003973	CL836624	(\$390.77)	
06/09/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-439822 5/25/23	01003973	CL836624	\$129.87	
06/09/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3799294 5/19/22	01003970	CL836620	\$170.84	
06/09/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INW01604710 5/23/23	01003970	CL836620	\$1,554.15	
06/13/23	585	0241		3001701		15609	LIFESTYLE SUSANVILLE, LLC	515324 5/5/23	01004447	CL837136	\$41.88	
06/13/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INW01605944 5/30/23	01004421	CL837130	\$332.80	
06/13/23	585	0241		3001800		15609	LIFESTYLE SUSANVILLE, LLC	515215 5/2/23	01004445	CL837100	\$72.43	
05/21/23	585	0241		3002200		16044	CALCARD HEIMBIGNER, PETER	APRIL'23 CC PH	00000001	JE002151	\$439.93	
06/01/23	585	0241		3002201		10922	FRANCOTYP-POSTALIA	RH105767458 5/14/23	01003818	CL836491	\$165.38	
06/13/23	585	0241		3002201		94	KAREN L. ZAPPETTINI	94 MAY SUPPLIES 5/31/23	01004451	CL837131	\$61.80	
05/22/23	585	0241		3002300		0	UNASSIGNED VENDOR	JAN'23-MAR'23 RMB BILLINGS	00000001	JE002186	\$6,052.42	
05/22/23	585	0241		3002300		0	UNASSIGNED VENDOR	OCT'22-DEC'22 RMB BILLINGS	00000001	JE002185	\$260.26	
05/22/23	585	0241		3002300		0	UNASSIGNED VENDOR	OCT'22-DEC'22 RMB BILLINGS	00000001	JE002185	\$13,344.86	
05/23/23	585	0241		3002300		0	UNASSIGNED VENDOR	JUL-SEP'22 RMB BILLINGS	00000001	JE002189	\$14,289.62	
05/26/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980097226 5/11/23	01003652	CL836305	\$107.16	
05/26/23	585	0241		3002300		6239	SYLVIA SCHMITT	117341 4/30/23 MADELINE	01003654	CL836308	\$82.50	
05/26/23	585	0241		3002300		6239	SYLVIA SCHMITT	117342 RAVENDALE	01003654	CL836308	\$82.50	
05/26/23	585	0241		3002300		6239	SYLVIA SCHMITT	117579 SPAULDING	01003654	CL836308	\$82.50	
05/26/23	585	0241		3002300		6239	SYLVIA SCHMITT	117633 BIEBER	01003654	CL836308	\$82.50	
05/26/23	585	0241		3002300		6239	SYLVIA SCHMITT	117636 LITTLE VALLEY	01003654	CL836308	\$82.50	
05/26/23	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	1500-00927371 5/12/23	01003653	CL836303	\$195.00	
05/26/23	585	0241		3002300		951	BRIAN T PHILLIPS	76983 5/10/23	01003662	CL836313	\$375.00	
06/01/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980099049 5/18/23	01003815	CL836488	\$107.16	
06/01/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980101187 5/25/23	01003815	CL836488	\$107.16	
06/01/23	585	0241		3002300		14620	SIERRA SCALES LLC	2519 2/7/23 BASS HILL SCALE	01003820	CL836493	\$1,080.00	
06/02/23	585	0241		3002300		5900	THE CONVERSE PROF. GROUP	22-23211-01-05 1/19/23 CNTRCT	01003864	CL836674	\$9,322.41	
06/02/23	585	0241		3002300		5900	THE CONVERSE PROF. GROUP	22-23211-01-06 2/15/23 CNTRCT	01003864	CL836674	\$10,487.83	
06/13/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175029706U037 5/26/23	01004417	CL837128	\$1,380.49	
06/13/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175029711U037 5/26/23	01004417	CL837128	\$2,168.00	
06/13/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175029713U037 5/26/23	01004417	CL837128	\$1,561.25	
06/13/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175029714U037 5/26/23	01004417	CL837128	\$888.75	
06/13/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175029715U037 5/26/23	01004417	CL837128	\$3,353.91	
06/13/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980103103 6/1/23	01004406	CL837125	\$107.16	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
06/13/23	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	1500-00933214 6/7/23	01004407	CL837126	\$190.00	
06/13/23	585	0241		3002300		8549	EMPLOYEE RELATIONS, INC	95125 6/20/23 SW \$46.67	01004485	CL837295	\$46.67	
06/16/23	585	0241		3002300		5900	THE CONVERSE PROF. GROUP	22-23211-01-08 6/5/23 CONTRACT	01004502	CL837416	\$15,409.37	
06/13/23	585	0241		3002400		5235	MODOC COUNTY RECORD	INV. 76848 5/11/23 SW \$45.00	01004200	CL836888	\$45.00	
06/01/23	585	0241		3002600		14975	SIERRA DESERT PROPERTIES	JUNE RENT 170 RUSSELL SUITE X	01003819	CL836492	\$1,674.00	
06/09/23	585	0241		3002700		13587	CITIBANK,N.A.	200434906 3/16/23	01003977	CL836743	\$189.37	
06/13/23	585	0241		3002700		15609	LIFESTYLE SUSANVILLE, LLC	515324 5/5/23	01004447	CL837136	\$14.60	
05/26/23	585	0241		3002800		4965	W W GRAINGER, INC.	9704443176 5/11/23	01003658	CL836314	\$110.09	
06/13/23	585	0241		3002800		3595	CA DEPT OF TAX & FEE ADMIN	L0021137947 5/30/23	01004418	CL837129	\$39.23	
05/26/23	585	0241		3002900		15723	ASHLEY ROBERTS	15723 MILEAGE 4/10 THRU 5/8	01003661	CL836304	\$150.65	
05/26/23	585	0241		3002900		99998	GLEN CHASE	00668 MILEAGE 5/13-5/14	01003656	CL836301	\$57.64	
06/01/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	9220504 5/18/23	01003817	CL836489	\$2,692.04	
06/09/23	585	0241		3002900		16397	JAMES STEVENSON	16397 MAY MILEAGE 5/1-5/30	01003976	CL836622	\$248.90	
06/09/23	585	0241		3002900		16450	FRANK CURRY	16450 MAY MILEAGE FC \$172.92	01004185	CL837086	\$172.92	
06/09/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	9247679 5/25/23	01003971	CL836619	\$98.33	
06/13/23	585	0241		3002900		94	KAREN L. ZAPPETTINI	94 MAY MILEAGE 5/31/23	01004451	CL837131	\$320.95	
06/09/23	585	0241		3003000		515	LMUD	20073 5/25/23	01003972	CL836623	\$342.66	
06/09/23	585	0241		3003000		736	PG&E	5719487814-6 5/24/23	01003974	CL836625	\$17.01	
<b>Total Budget Year Expenditures:</b>											<b>\$142,079.43</b>	
<b>Grand Total:</b>											<b>\$142,079.43</b>	



## 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 Neely (County Alternate)  
Jason Ingram (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

– *MINUTES* –

**TUESDAY**

**May 23, 2023 at 1:00 PM**

- A. CALL TO ORDER.** At 1:01 p.m., Vice Chairman Albaugh called the meeting to order.
- B. ROLL CALL OF BOARD OF DIRECTORS.** Directors, Stafford, Albaugh, Schuster, and Gallagher were present. Director Ellis was absent.
- C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** Director Gallagher motioned to approve the agenda. Director Stafford seconded. Motion was approved 4-0.
- D. CLOSED SESSION –** No closed session item(s).
- E. PUBLIC COMMENT.**  
Damon Shea commented on various areas of activities and operations to include community clean up days.

Mr. Gallagher asked if the greenwaste clean-ups will be billed to CARB. Mr. Shea confirmed as such.

## **F. REPORTS AND INFORMATION**

- 1. Unagendized Reports by Board Members.** None.
- 2. Auditor's Report.** Mr. Heimbigner reviewed information as provided in packets.

Discussion was held to clarify line items.

- 3. Claims of Expenses.** Mr. Heimbigner reviewed information as provided in packets.

Discussion was held to clarify line items.

Mr. Albaugh asked about having the water boards attending a meeting to answer questions. He expressed his concern over rates not being fair for rural counties. Mr. Heimbigner said he will talk to agencies, and try and schedule a supervisor to come speak in person. Mr. Gallagher offered an example of a situation where fees have been reduced when unable to pay the high fees.

Discussion was held regarding ground water monitoring, impending agricultural well installations and regulations.

- 4. Staff Reports.** None.

## **G. CONSENT CALENDAR: No Item.**

## **H. REGULAR SESSION**

- 1. Subject: Amend allocated positions within Solid Waste Budget, Fund 585.**

Discussion was held regarding job specifics.

Director Gallagher motioned to amend the allocated positions for Solid Waste Budget, Fund 585: 1) Assistant Director of Solid Waste – increase Full Time Equivalent (FTE) from 0.4 FTE to 1.0 FTE; 2) Add Solid Waste Program Manager at a 1.0 FTE. Director Schuster seconded. Motion passed 4-0.

I. **ADJOURNMENT.** *At 1:21 p.m., Vice Chairman Albaugh closed the meeting.*

**LASSEN REGIONAL SOLID WASTE  
MANAGEMENT AUTHORITY**

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AARON ALBAUGH,  
VICE CHAIRMAN OF THE BOARD OF DIRECTORS

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CLERK OF THE BOARD OF DIRECTORS

# Lassen Regional Solid Waste Management Authority



## *INFORMATION*

TO: LRSWMA Board of Directors  
FROM: Pete Heimbigner  
SUBJECT: Amendment to agreement with Converse Consultants for solid waste environmental services to conduct groundwater and landfill monitoring of multiple landfills.  
DATE: June 27, 2023

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On 6/28/22 the Board approved entering into an agreement with Converse Consultants, for groundwater and landfill monitoring, to replace the previous consultant that was retiring. The agreement was for one year and a not to exceed amount of \$50,000. The consultant has performed well and extending the agreement for an additional year and adding an additional \$50,000 to the agreement for a not exceed amount of \$100,000 is recommended.

*Agenda Item H.2*