



## LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

(a California public agency)

### Board of Directors:

Jim Chapman, Chairman  
Kathie Garnier, Vice Chairman  
Ralph Ellis  
Tom Hammond  
Kevin Stafford  
Robert Pyle (County Alternate)  
Phil Bertanzoni (Public Alternate)

### Staff:

Manager: Tom Valentino  
Program Coordinator: Paula Wesch  
Counsel: VACANT  
Landfill Foreman: Gary Gillis  
Clerk of the Board: Deborah Rivas

## LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

### BOARD OF DIRECTORS, REGULAR MEETING

– MINUTES –

TUESDAY

October 25, 2016 at 3:00 p.m.

707 Nevada Street, Susanville, California 96130

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- A. **CALL TO ORDER.** *Vice Chairman Garnier called the meeting to order at 3:01 pm.*

*Chairman Chapman arrived at 3:02 pm.*

- B. **ROLL CALL OF BOARD OF DIRECTORS.** *Clerk of the Board Rivas called the roll. Chairman Chapman, Vice Chairman Garnier, and Directors Ellis and Stafford were present. Director Hammond was absent.*
- C. **AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** *Vice Chairman Garnier motioned to approve the agenda as written. Director Ellis seconded. The motion was approved 4 - 0.*
- D. **PUBLIC COMMENT**

*Damon Shea, C&S Waste Solutions of Lassen County, provided updates on outreach programs, C&S' yard clean-up program in Susanville, possible field trips to C&S' MRF facility, several new-to-them trucks in their fleet, repairs to the walking floor trailers for use at Westwood Transfer Station, and curbside green waste pick-up winding down for the season.*

## E. REPORTS AND INFORMATION

1. **Unagendized Reports by Board Members.** *None.*
2. **Auditor's Report Dated October 18, 2016.** *Discussion by directors and staff. No action taken or required.*
3. **Claims of Expenses – September 22 to October 5, 2016.** *Discussion by directors and staff. No action taken or required.*
4. **Staff Reports.** *Due to the length of the agenda, staff reports from the Program Coordinator and Landfill Foreman were deferred to the November 22, 2016 Board of Directors meeting. Manager Valentino introduced the three attorneys that were present for Agenda Item G.5.*

*He also provided updates on scrap metal baling, litter fence damage and repairs due to the recent wind storm, landfill operations moving to winter area, CalRecycle requests for Bass Hill and Westwood landfills, the upcoming yearly audit during the first week of November, a meeting staff had with local law enforcement regarding cannabis disposal at Bass Hill Landfill, and discussion on mattress recycling being deferred to the November Board meeting.*

## F. CONSENT CALENDAR

1. **Subject: Approval of and/or Additions to and Deletions from the September 27, 2016 Board of Directors Regular Meeting Minutes (Chairman Chapman, Vice Chairman Garnier, and Directors Ellis, Hammond and Stafford Present September 27).** *Vice Chairman Garnier motioned to approve the September 27, 2016 Board of Directors Regular Meeting Minutes. Director Ellis seconded. The motion was approved 4 - 0.*

## G. REGULAR CALENDAR

1. **Subject: Closure Fund and Capital Improvements Fund Deposits.** **Discussion by Board and staff.** *Staff recommended reducing the General Fund (current balance as of October 18, 2016 of \$868,349) by \$400,000 with \$300,00 being placed into the Capital Improvements Fund (current balance of \$356,721) and \$100,000 into the Landfill Closure Fund (current balance \$1,761,277). Chairman Chapman disagreed with the recommendation and suggested an alternate amount and disposition. Chairman Chapman's suggestion was to reduce the General Fund by \$350,000, thereby keeping a General Fund balance of just over \$500,000. The \$350,000 would then be divided with \$250,000 as a Closure Fund deposit and \$100,000 going into the Capital Improvements Fund.*

*Vice Chairman Garnier disagreed with Chairman Chapman's suggestion. The Vice Chairman suggested approving staff's recommendation and, if the funds were not used during the budget year, then move the excess from the Capital Improvement Fund to the Closure Fund. Vice Chairman Garnier suggested that the staff recommendation would allow money to be available if needed for a possible property purchase whereas if put into the Closure Fund, the money would not be available.*

*Director Ellis motioned to accept Chairman Chapman's suggestion of drawing down the General Fund by \$350,000 with \$250,000 going to the Closure Fund and \$100,000 going to the Capital Improvements Fund. Director Stafford seconded. Clerk of the Board Rivas polled the Board of Directors: Director Ellis – Aye, Director Stafford – Aye, Vice Chairman Garnier – No, Chairman Chapman – Aye. Motion was approved 3 - 1.*

- 2. Subject: Consideration of Resolution No. 2016-05 Authorizing a Waste Disposal Fee Increase at Landfills and Transfer Stations.** *Staff presented two fee schedules: one for Bass Hill Landfill; and one for the Transfer Stations and Westwood Landfill, that showed both an approximate 2.5% increase and an approximate 5% increase. The increased revenue would be designated for deposit into the Closure Fund at the end of the fiscal year. The projected extra revenue would be approximately \$18,261 with the ~2.5% increase and \$25,743 for the ~5% increase. Vice Chairman Garnier motioned to approve Resolution 2016-05 Authorizing a Waste Disposal Fee Increase at Landfills and Transfer Stations of approximately 5% Commencing January 1, 2017. Director Ellis seconded. Clerk of the Board Rivas polled the Board of Directors: Director Ellis – Aye, Director Stafford – Aye, Vice Chairman Garnier – Aye, Chairman Chapman – Aye. Motion was approved 4 - 0.*
- 3. Subject: Consideration of Closure of Wendel Transfer Station Effective January 1, 2017.** *Staff presented data showing that Wendel Transfer Station continues to have declining customer counts and revenue, even after a change to a twice-a-month operating schedule. Staff suggested three options including: Closing the Wendel Transfer Station starting January 2017; deferring any action to a future Board of Directors meeting; or no action (continue to operate the transfer station under the current schedule). After discussing the staff report, Vice Chairman Garnier commented that while it affects a few customers by closing, it affects all solid waste customers by staying open. Vice Chairman Garnier motioned to close the Wendel Transfer Station effective January 1, 2017. Director Ellis seconded. The motion was approved 4 - 0.*

4. **Subject: Consideration of Resolution No. 2016-06 Amending the Fiscal Year 2016/2017 LRSWMA Budget.** *Staff presented information that communication between employees at Bass Hill Landfill is currently performed with personal cell phones. Staff stated the desire to equip landfill employees with hand-held radios. A quote by Sierra Electronics for five radios was presented. The quote includes a 10-year FCC license fee. Landfill employees field-tested the quoted radios and reported they were able to communicate with the gatehouse from all areas of the landfill site. Director Ellis motioned to approve Resolution No. 2016-06 Increasing the Fiscal Year 2016/2017 Communications Budget in an amount of \$3,200. Director Stafford seconded. Clerk of the Board Rivas was directed to poll the members: Director Ellis - Aye, Director Hammond - Absent, Director Stafford - Aye, Vice Chairman Garnier - Aye, Chairman Chapman - Aye. Motion was approved 4 - 0.*
  
5. **Subject: Presentations by Firms Selected by Ad Hoc Committee for LRSWMA Legal Services.** *Manager Valentino introduced the three attorneys that would be giving presentations for their firms. Each attorney drew a straw with the shortest straw doing the first presentation. The other attorneys were asked to step out of the room during each presentation. The order of presentations were as follows: Mr. Joshua Nelson, Best, Best and Krieger (BB&K), Mr. Gregory Einhorn, Mr. Steven Gross, Porter Simon. Each attorney was asked to give a brief introduction then answer five questions (provided to each beforehand) describing legal issues of importance to the Authority.*

*No action was taken on this agenda item.*

#### **H. CLOSED SESSION.**

*Chairman Chapman called the closed session to order at 4:55 pm.*

1. **Subject: Consideration of Appointment of Legal Counsel, Pursuant to Section 54957(b), California Government Code.** *Discussion by Board and staff. After deliberation, Vice Chairman Garnier motioned to select Mr. Joshua Nelson of Best, Best and Krieger to the Appointment of Legal Counsel, Pursuant to Section 54957(b), California Government Code. Director Stafford seconded. The motion was approved 4 - 0.*
  
2. **Subject: Conference with Real Property Negotiator Tom Valentino Pursuant to Section 54956.8, California Government Code. Property: Portions of APN 116-180-40 and APN 116-410-90.** *No reportable action taken.*

*Chairman Chapman adjourned the closed session meeting at 5:05 pm.*

I. ADJOURNMENT. *Chairman Chapman adjourned the meeting at 5:05 pm.*

  
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JIM CHAPMAN, CHAIRMAN

ATTEST:

  
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for DEBORAH RIVAS, CLERK