



## 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

January 23, 2024 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: 2024-01

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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 - 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.
  - November 28, 2023 Board of Directors Meeting Minutes.

*Action Requested:* Approve Minutes.

H. REGULAR CALENDAR

1. *Subject:* Update on Status of Bass Hill Landfill Buffer Easement Project

*Action Requested:* Provide Direction to staff

I. ADJOURNMENT

Next Scheduled Board of Directors Meeting: February 27, 2024

Fiscal Year 2024 As of 1/18/2024  
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 55 %

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	\$525,826.00	\$525,826.00	\$228,842.85	\$0.00	\$296,983.15	44%
3000102	BOOT OR UNIFORM ALLOWANCE	\$1,000.00	\$1,000.00	\$750.00	\$0.00	\$250.00	75%
3000105	CELL PHONE ALLOWANCE	\$0.00	\$0.00	\$23.08	\$0.00	(\$23.08)	0%
3000110	OVERTIME	\$20,000.00	\$20,000.00	\$12,564.46	\$0.00	\$7,435.54	63%
3000130	EXTRA HELP	\$30,000.00	\$30,000.00	\$38,478.25	\$0.00	(\$8,478.25)	128%
3000200	RETIREMENT	\$45,475.00	\$45,475.00	\$21,560.68	\$0.00	\$23,914.32	47%
3000202	MEDICARE	\$8,661.00	\$8,661.00	\$4,236.53	\$0.00	\$4,424.47	49%
3000205	PERS RETIREMENT UNFUNDED LIAB	\$66,419.00	\$66,419.00	\$33,209.74	\$0.00	\$33,209.26	50%
3000210	SOCIAL SECURITY	\$37,032.00	\$37,032.00	\$18,114.27	\$0.00	\$18,917.73	49%
3000300	GROUP INSURANCE - HEALTH	\$39,285.00	\$39,285.00	\$11,812.50	\$0.00	\$27,472.50	30%
3000310	FLEX PLAN/CAFETERIA	\$91,608.00	\$91,608.00	\$33,068.24	\$0.00	\$58,539.76	36%
3000320	GROUP INSURANCE - DENTAL	\$4,800.00	\$4,800.00	\$1,360.00	\$0.00	\$3,440.00	28%
3000330	GROUP INSURANCE- LIFE	\$1,531.00	\$1,531.00	\$672.80	\$0.00	\$858.20	44%
3000400	WORKERS COMPENSATION INSURANCE	\$30,446.00	\$30,446.00	\$15,223.10	\$0.00	\$15,222.90	50%
3000501	OTHER POST-EMPLOYMENT BENEFITS	\$23,312.00	\$23,312.00	\$11,656.00	\$0.00	\$11,656.00	50%
3000510	UNEMPLOYMENT INSURANCE	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	0%
	<b>Major Object Total</b>	<b>\$934,395.00</b>	<b>\$934,395.00</b>	<b>\$431,572.50</b>	<b>\$0.00</b>	<b>\$502,822.50</b>	<b>46 %</b>
<b>3020</b>	<b>SERVICES AND SUPPLIES</b>						
3001100	CLOTHING & PERSONAL	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0%
3001200	COMMUNICATIONS	\$12,000.00	\$12,000.00	\$8,105.85	\$0.00	\$3,894.15	68%
3001400	HOUSEHOLD EXPENSES	\$8,000.00	\$8,000.00	\$788.99	\$0.00	\$7,211.01	10%
3001500	INSURANCE	\$50,000.00	\$50,000.00	\$49,000.49	\$0.00	\$999.51	98%

Fiscal Year 2024 As of 1/18/2024  
Fund 585 SOLID WASTE  
Budget Unit 0241 SOLID WASTE  
Cost Center NONE

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

Percent of Year Elapsed 55 %

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	\$80,000.00	\$80,000.00	\$57,542.49	\$0.00	\$22,457.51	72%
3001800	MAINT-BUILDINGS & IMPROVEMENTS	\$5,000.00	\$5,000.00	\$20,813.12	\$4,678.80	(\$20,491.92)	510%
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	\$6,275.00	\$0.00	\$2,725.00	70%
3002200	OFFICE EXPENSE	\$6,000.00	\$6,000.00	\$3,218.93	\$0.00	\$2,781.07	54%
3002201	POSTAGE	\$1,500.00	\$1,500.00	\$1,098.94	\$0.00	\$401.06	73%
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	\$185,296.52	\$4,865.00	\$159,838.48	54%
3002312	PROFESS & SPECICAL-ACCOUNTING	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0%
3002400	PUBLICATIONS AND LEGAL NOTICES	\$1,000.00	\$1,000.00	\$553.26	\$0.00	\$446.74	55%
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	\$10,044.00	\$0.00	\$11,956.00	46%
3002700	SMALL TOOLS AND INSTRUMENTS	\$1,000.00	\$1,000.00	\$382.56	\$0.00	\$617.44	38%
3002800	SPECIAL DEPARTMENTAL EXPENSE	\$120,000.00	\$120,000.00	\$30,954.77	\$0.00	\$89,045.23	26%
3002900	TRANSPORTATION AND TRAVEL	\$90,000.00	\$90,000.00	\$60,183.78	\$0.00	\$29,816.22	67%
3002901	CONFERENCES AND TRAINING	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0%
3003000	UTILITIES	\$6,000.00	\$6,000.00	\$3,315.81	\$0.00	\$2,684.19	55%
	<b>Major Object Total</b>	<b>\$879,500.00</b>	<b>\$879,500.00</b>	<b>\$437,574.51</b>	<b>\$9,543.80</b>	<b>\$432,381.69</b>	<b>51 %</b>
<b>3040</b>	<b>FIXED ASSETS</b>						
3006100	BUILDING & IMPROVEMENTS	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0%
	<b>Major Object Total</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>0 %</b>
	<b>Cost Center Total</b>	<b>\$1,873,895.00</b>	<b>\$1,873,895.00</b>	<b>\$869,147.01</b>	<b>\$9,543.80</b>	<b>\$995,204.19</b>	<b>47 %</b>

Fiscal Year 2024 As of 1/18/2024

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>	\$1,873,895.00	\$1,873,895.00	\$869,147.01	\$9,543.80	\$995,204.19	47 %
	<b>Fund Total</b>	\$1,873,895.00	\$1,873,895.00	\$869,147.01	\$9,543.80	\$995,204.19	47 %

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
11/22/23	585	0241		3000100		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$11,693.99	
12/01/23	585	0241		3000100		0	UNASSIGNED VENDOR	J.STERLING BACKPAY	00000001	JE001046	\$14,992.88	
12/06/23	585	0241		3000100		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$11,941.30	
12/19/23	585	0241		3000100		0	UNASSIGNED VENDOR	J.STERLING LEAVE PAY 7/25/23	00000001	JE001043	\$1,750.76	
12/20/23	585	0241		3000100		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$13,005.86	
01/03/24	585	0241		3000100		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$16,849.61	
01/17/24	585	0241		3000100		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$17,853.44	
12/07/23	585	0241		3000102		99999	VARIOUS VENDORS	12/07/23 PAYROLL ENTRIES	00000003	PR000026	\$750.00	
01/17/24	585	0241		3000105		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$23.08	
11/22/23	585	0241		3000110		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$1,501.23	
12/06/23	585	0241		3000110		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$944.03	
12/20/23	585	0241		3000110		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$37.83	
01/03/24	585	0241		3000110		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$50.44	
01/17/24	585	0241		3000110		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$986.76	
11/22/23	585	0241		3000130		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$3,146.50	
12/06/23	585	0241		3000130		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$3,084.50	
12/20/23	585	0241		3000130		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$1,953.00	
01/03/24	585	0241		3000130		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$1,984.00	
01/17/24	585	0241		3000130		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$1,224.00	
11/22/23	585	0241		3000200		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$1,133.30	
12/01/23	585	0241		3000200		0	UNASSIGNED VENDOR	J.STERLING BACKPAY	00000001	JE001046	\$1,422.82	
12/06/23	585	0241		3000200		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$1,156.77	
12/07/23	585	0241		3000200		99999	VARIOUS VENDORS	12/07/23 PAYROLL ENTRIES	00000003	PR000026	\$14.24	
12/20/23	585	0241		3000200		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$1,257.80	
01/03/24	585	0241		3000200		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$1,623.32	
01/17/24	585	0241		3000200		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$1,718.57	
11/22/23	585	0241		3000202		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$246.60	
12/01/23	585	0241		3000202		0	UNASSIGNED VENDOR	J.STERLING BACKPAY	00000001	JE001046	\$217.40	
12/06/23	585	0241		3000202		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$238.36	
12/07/23	585	0241		3000202		99999	VARIOUS VENDORS	12/07/23 PAYROLL ENTRIES	00000003	PR000026	\$10.90	
12/19/23	585	0241		3000202		0	UNASSIGNED VENDOR	J.STERLING LEAVE PAY 7/25/23	00000001	JE001043	\$25.39	
12/20/23	585	0241		3000202		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$224.26	
01/03/24	585	0241		3000202		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$282.64	
01/17/24	585	0241		3000202		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$300.09	
12/19/23	585	0241		3000205		0	UNASSIGNED VENDOR	23/24FY UNFUNDED APL Q2	00000001	JE001038	\$16,604.87	
11/22/23	585	0241		3000210		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$1,054.35	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
12/01/23	585	0241		3000210		0	UNASSIGNED VENDOR	J.STERLING BACKPAY	00000001	JE001046	\$929.56	
12/06/23	585	0241		3000210		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$1,019.22	
12/07/23	585	0241		3000210		99999	VARIOUS VENDORS	12/07/23 PAYROLL ENTRIES	00000003	PR000026	\$46.50	
12/19/23	585	0241		3000210		0	UNASSIGNED VENDOR	J.STERLING LEAVE PAY 7/25/23	00000001	JE001043	\$108.55	
12/20/23	585	0241		3000210		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$958.86	
01/03/24	585	0241		3000210		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$1,208.55	
01/17/24	585	0241		3000210		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$1,283.16	
11/22/23	585	0241		3000300		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$787.50	
12/06/23	585	0241		3000300		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$787.50	
12/20/23	585	0241		3000300		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$787.50	
01/03/24	585	0241		3000300		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$787.50	
01/17/24	585	0241		3000300		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$787.50	
11/22/23	585	0241		3000310		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$2,017.93	
12/06/23	585	0241		3000310		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$2,045.90	
12/20/23	585	0241		3000310		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$2,045.90	
01/03/24	585	0241		3000310		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$2,384.42	
01/17/24	585	0241		3000310		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$2,384.42	
11/22/23	585	0241		3000320		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$80.00	
12/06/23	585	0241		3000320		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$80.00	
12/20/23	585	0241		3000320		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$80.00	
01/03/24	585	0241		3000320		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$80.00	
01/17/24	585	0241		3000320		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$80.00	
11/22/23	585	0241		3000330		99999	VARIOUS VENDORS	11/22/23 PAYROLL ENTRIES	00000003	PR000023	\$40.60	
12/06/23	585	0241		3000330		99999	VARIOUS VENDORS	12/06/23 PAYROLL ENTRIES	00000003	PR000025	\$40.60	
12/20/23	585	0241		3000330		99999	VARIOUS VENDORS	12/20/23 PAYROLL ENTRIES	00000003	PR000027	\$52.20	
01/03/24	585	0241		3000330		99999	VARIOUS VENDORS	01/03/24 PAYROLL ENTRIES	00000003	PR000029	\$58.00	
01/17/24	585	0241		3000330		99999	VARIOUS VENDORS	01/17/24 PAYROLL ENTRIES	00000003	PR000031	\$58.00	
12/19/23	585	0241		3000400		0	UNASSIGNED VENDOR	23/24FY WORK COMP Q2	00000001	JE001040	\$7,611.55	
12/19/23	585	0241		3000501		0	UNASSIGNED VENDOR	23/24FY OPEB Q2	00000001	JE001041	\$5,828.00	
11/30/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302521273051299-8 11/10/23	01009300	CL852896	\$716.71	
11/30/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302576822091389-8 11/10/23	01009300	CL852896	\$360.38	
11/30/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302945291063093-8 11/05/23	01009300	CL852896	\$124.42	
12/22/23	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302945291063093-8 12/05/23	01010024	CL853664	\$125.53	
01/10/24	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302521273051299-8 12/10/23	01010450	CL854021	\$716.71	
01/10/24	585	0241		3001200		6670	FRONTIER/CITIZENS COMM CO	5302576822091389-8 12/10/23	01010450	CL854021	\$360.38	
12/08/23	585	0241		3001400		15609	LIFESTYLE SUSANVILLE, LLC	521131 11/27/23	01009466	CL853085	\$116.78	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
12/14/23	585	0241		3001400		889	DS WATERS OF AMERICA,INC	618780 113023	01009765	CL853459	\$19.05	
12/14/23	585	0241		3001400		889	DS WATERS OF AMERICA,INC	8257141 120123	01009765	CL853459	\$156.76	
01/10/24	585	0241		3001400		15794	CAPITAL ONE, N.A.	1652818532 12/19/23	01010439	CL854016	\$70.21	
01/10/24	585	0241		3001400		15794	CAPITAL ONE, N.A.	1652818532 SC 12/19/23	01010439	CL854016	\$1.05	
11/30/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-474362 11/15/23	01009301	CL852898	\$411.26	
11/30/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-474363 11/15/23	01009301	CL852898	\$7.12	
11/30/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-474578 11/16/23	01009301	CL852898	\$18.06	
11/30/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-475816 11/24/23	01009301	CL852898	\$12.44	
12/08/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-476342 11/28/23	01009461	CL853080	\$122.29	
12/08/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-476768 11/30/23	01009461	CL853080	\$42.15	
12/08/23	585	0241		3001701		13859	JON ERIC CARLSON	97654 11/24/23	01009452	CL853071	\$60.00	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INCS0401317 12/04/23	01009453	CL853072	(735.48)	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3920798 11/30/23	01009453	CL853072	\$80.20	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3923789 12/05/23	01009453	CL853072	\$326.01	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3923790 12/05/23	01009453	CL853072	\$522.08	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3923791 12/05/23	01009453	CL853072	\$72.43	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INWO1663949 11/30/23	01009453	CL853072	\$295.67	
12/08/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INWO1663950 11/30/23	01009453	CL853072	\$520.22	
12/14/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-477778 12/09/23	01009764	CL853457	\$7.35	
12/14/23	585	0241		3001701		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-478175 12/08/23	01009764	CL853457	\$24.88	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	109-3622 CORE AS RAD	01009751	PO245058	\$7,203.52	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	206-5889 A/C CONDENSE	01009751	PO245058	\$1,484.84	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	7E-3557 SPIDER AS	01009751	PO245058	\$3,507.92	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	CA SALES TAX @7.25	01009751	PO245058	\$893.43	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3296560 12/08/23	01009763	CL853453	\$32.39	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3924642 12/06/23	01009763	CL853453	\$8.49	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3924643 12/06/23	01009763	CL853453	\$72.58	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3924644 12/06/23	01009763	CL853453	\$348.61	
12/14/23	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	MISC. PARTS	01009751	PO245058	\$126.93	
12/14/23	585	0241		3001701		589	AIRGAS USA, LLC	5504228186 11/30/23	01009758	CL853448	\$58.05	
01/10/24	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INPS3938144 12/27/23	01010441	CL854017	\$278.01	
01/10/24	585	0241		3001701		16374	EMPIRE SOUTHWEST, LLC	INWO167902 1/2/23	01010441	CL854017	\$1,144.47	
11/30/23	585	0241		3001800		14453	CON-WAL, INC.	FREIGHT	01009259	PO245048	\$1,975.81	
11/30/23	585	0241		3001800		14453	CON-WAL, INC.	L/40X100ATM-TT2	01009259	PO245048	\$5,756.00	
11/30/23	585	0241		3001800		14453	CON-WAL, INC.	L/CABLELOX40-F	01009259	PO245048	\$5,100.00	
11/30/23	585	0241		3001800		14453	CON-WAL, INC.	L/CHAIN3/8	01009259	PO245048	\$1,265.40	



# County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
12/08/23	585	0241		3001800		3839	MAURICE BARNETCHE	10011 11/30/23	01009456	CL853074	\$138.29	
01/17/24	585	0241		3001800		14831	REGENTS OF THE UNIVERSITY CA	14381 PROPANE	01010735	CL854235	\$72.08	
01/18/24	585	0241		3001800		14381	JANET ACCOMANDO	14381 REPAIR WINDOW 10/7/23	01010864	CL854597	\$72.08	
12/14/23	585	0241		3002000		15681	SOLID WASTE ASSOC OF NORTH AME	2025-1369407 12/01/23	01009767	CL853461	\$275.00	
12/08/23	585	0241		3002200		16092	ODP BUSINESS SOLUTIONS,LLC	340756961001 11/21/23	01009462	CL853077	\$73.52	
12/08/23	585	0241		3002200		16092	ODP BUSINESS SOLUTIONS,LLC	342589770001 11/17/23	01009462	CL853077	\$386.43	
12/11/23	585	0241		3002200		16044	CALCARD HEIMBIGNER, PETER	11/23 CC PH/ AMAZON	00000001	JE000973	\$101.26	
12/14/23	585	0241		3002200		15609	LIFESTYLE SUSANVILLE, LLC	521238 11/30/23	01009766	CL853460	\$11.65	
12/22/23	585	0241		3002200		16092	ODP BUSINESS SOLUTIONS,LLC	342113096001 12/1/23	01010047	CL853673	\$297.68	
12/22/23	585	0241		3002200		559	LASSEN CO PUBLIC WORKS DEPT	288 6/12/23	01010039	CL853650	\$11.88	
01/10/24	585	0241		3002200		16092	ODP BUSINESS SOLUTIONS,LLC	345199231001 12/23/23	01010462	CL854025	\$551.08	
01/10/24	585	0241		3002200		564	ALEX DE MARTIMPREY	A247266 12/23/23	01010455	CL854023	\$40.73	
01/17/24	585	0241		3002200		14831	REGENTS OF THE UNIVERSITY CA	14381 PROPANE/OFFICE	01010735	CL854235	\$5.00	
01/17/24	585	0241		3002200		15609	LIFESTYLE SUSANVILLE, LLC	521915 12/29/23	01010734	CL854237	\$126.98	
01/18/24	585	0241		3002200		14381	JANET ACCOMANDO	14381 OFFICE 5/17/23 \$5.00	01010864	CL854597	\$5.00	
01/18/24	585	0241		3002200		16044	CALCARD HEIMBIGNER, PETER	12/23 CC PH / AMAZON	00000001	JE001295	\$64.90	
11/30/23	585	0241		3002201		10922	FRANCOTYP-POSTALIA	RI105990521 11/15/23	01009299	CL852895	\$165.38	
12/14/23	585	0241		3002201		14785	JEREMIAH BATTERTON	14785 POSTAGE 12-1	01009761	CL853456	\$18.00	
12/22/23	585	0241		3002201		559	LASSEN CO PUBLIC WORKS DEPT	285 5/31/23	01010039	CL853650	\$11.35	
12/22/23	585	0241		3002201		559	LASSEN CO PUBLIC WORKS DEPT	287 6/9/23	01010039	CL853650	\$7.92	
01/09/24	585	0241		3002201		16571	CALCARD HENDERSON, NANNETTE	12/23 CC NH / FP MAILING SOLTN	00000001	JE001207	\$310.50	
01/10/24	585	0241		3002201		10922	FRANCOTYP-POSTALIA	RI106020399 12/8/23	01010448	CL854020	\$213.43	
01/17/24	585	0241		3002201		14381	JANET ACCOMANDO	14381 POSTAGE	01010730	CL854235	\$32.82	
01/18/24	585	0241		3002201		14381	JANET ACCOMANDO	14381 POSTAGE 12/20/23 \$32.82	01010864	CL854597	\$32.82	
11/30/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	598015077 11/16/23	01009296	CL852893	\$142.53	
11/30/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980151963 11/23/23	01009296	CL852893	\$142.53	
11/30/23	585	0241		3002300		5900	THE CONVERSE PROF. GROUP	22-23211-02-03 11/21/23	01009263	CL852959	\$18,088.25	
11/30/23	585	0241		3002300		951	BRIAN T PHILLIPS	17951 11/04/23	01009304	CL852899	\$500.00	
12/08/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481986U037 11/28/23	01009451	CL853070	\$2,439.00	
12/08/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481987U037 11/28/23	01009451	CL853070	\$358.11	
12/08/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481988U037 11/28/23	01009451	CL853070	\$721.06	
12/08/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481989U037 11/28/23	01009451	CL853070	\$2,087.67	
12/08/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481990U037 11/28/23	01009451	CL853070	\$771.81	
12/08/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	CONTRACT 5980153929 11/30/23	01009450	CL853069	\$157.00	
12/08/23	585	0241		3002300		917	STATE WATER RESOURCES CNTRL BD	WD-0233909 11/29/23	01009563	CL853087	\$26,552.00	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
12/08/23	585	0241		3002300		917	STATE WATER RESOURCES CNTRL BD	WD-0234047 11/29/23	01009563	CL853087	\$4,424.00	
12/08/23	585	0241		3002300		917	STATE WATER RESOURCES CNTRL BD	WD-0234048 11/29/23	01009563	CL853087	\$4,424.00	
12/08/23	585	0241		3002300		917	STATE WATER RESOURCES CNTRL BD	WD-0234049 11/29/23	01009563	CL853087	\$4,424.00	
12/14/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73698 11/30/23	01009768	CL853462	\$218.78	
12/14/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73699 11/30/23	01009768	CL853462	\$218.78	
12/14/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73748 11/30/23	01009768	CL853462	\$437.56	
12/14/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481991 11/28/23	01009762	CL853451	\$3,051.21	
12/14/23	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175481992 11/28/23	01009762	CL853451	\$268.59	
12/14/23	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980155805 12/07/23	01009759	CL853450	\$172.00	
12/14/23	585	0241		3002300		5900	THE CONVERSE PROF. GROUP	CO 22-23211-02-04 12/12/23	01009773	CL853421	\$1,955.00	
12/14/23	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	I500-01002898 12/07/23	01009760	CL853449	\$250.00	
12/22/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73378 10/31/23 WESTWOOD	01010026	CL853670	\$109.39	
12/22/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73379 10/31/23 HERLONG	01010026	CL853670	\$109.39	
12/22/23	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73429 10/31/23 BASS HILL	01010026	CL853670	\$218.78	
12/22/23	585	0241		3002300		6239	SYLVIA SCHMITT	126642 11/30/23 MADELINE	01010022	CL853659	\$82.50	
12/22/23	585	0241		3002300		6239	SYLVIA SCHMITT	126643 11/30/23 RAVENDALE	01010022	CL853659	\$82.50	
12/22/23	585	0241		3002300		6239	SYLVIA SCHMITT	127143 11/30/23 SPAULDING	01010022	CL853659	\$82.50	
12/22/23	585	0241		3002300		6239	SYLVIA SCHMITT	127260 11/30/23 LITTLE VALLEY	01010022	CL853659	\$82.50	
12/22/23	585	0241		3002300		6239	SYLVIA SCHMITT	127324 11/30/23 BIEBER	01010022	CL853659	\$82.50	
01/10/24	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980160079 12/21/23	01010435	CL854015	\$160.00	
01/10/24	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980162037 12/28/23	01010435	CL854015	\$172.30	
01/10/24	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	I500-01007902 12/21/23	01010436	CL854014	\$5.00	
01/10/24	585	0241		3002300		6998	ASBURY ENVIRONMENTAL SERVICE	I500-01009255 12/27/23	01010436	CL854014	\$55.00	
01/17/24	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73990 12/31/23	01010736	CL854238	\$109.39	
01/17/24	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A73991 12/31/23	01010736	CL854238	\$109.39	
01/17/24	585	0241		3002300		12075	WESTWOOD ENVIRO SRVC, INC	A74037 12/31/23	01010736	CL854238	\$218.78	
01/17/24	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175560620U037 12/27/23	01010732	CL854233	\$1,626.00	
01/17/24	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175560623U037 12/27/23	01010732	CL854233	\$802.95	
01/17/24	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175560624U037 12/27/23	01010732	CL854233	\$817.70	
01/17/24	585	0241		3002300		12356	C&S WASTE SOLUTIONS	175560625U037 12/12/23	01010732	CL854233	\$2,087.67	
01/17/24	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980157986 12/14/23	01010731	CL854232	\$245.00	
01/17/24	585	0241		3002300		12837	ARAMARK UNIFORM & CAREER	5980163859 1/4/24	01010731	CL854232	\$194.30	

## County of Lassen Expenditure Account Detail

Date	FD	BU	CC	Acct	Prog	Vendor	Vendor Name	Description	WT #	DOC #	Amount	*
12/08/23	585	0241		3002600		14975	SIERRA DESERT PROPERTIES	14975-DEC RENT 12/06/23	01009465	CL853083	\$1,674.00	
11/30/23	585	0241		3002700		11935	O'REILLY AUTO ENTERPRISES, LLC	2740-476183 11/27/23	01009301	CL852898	\$17.31	
11/30/23	585	0241		3002800		9884	HAT CREEK CONSTRUCTION &	3/4" Class 2 Base Aggregate	01009258	PO245049	\$6,013.80	
11/30/23	585	0241		3002800		9884	HAT CREEK CONSTRUCTION &	Sales Tax @ 7.25%	01009258	PO245049	\$435.99	
12/11/23	585	0241		3002800		16571	CALCARD HENDERSON, NANNETTE	11/23 CC NH/ FOREST SERVICE	00000001	JE000974	\$76.37	
12/22/23	585	0241		3002800		9884	HAT CREEK CONSTRUCTION &	3/4" CLASS 2 BASE AGGREGATE	01010019	PO245059	\$2,975.25	
12/22/23	585	0241		3002800		9884	HAT CREEK CONSTRUCTION &	CA SALES TAX @7.25	01010019	PO245059	\$215.70	
01/09/24	585	0241		3002800		16571	CALCARD HENDERSON, NANNETTE	12/23 CC NH / CALIF DPT TAX/FE	00000001	JE001207	\$65.77	
01/09/24	585	0241		3002800		16571	CALCARD HENDERSON, NANNETTE	12/23 CC NH / OPC CROS R2	00000001	JE001207	\$1.51	
11/30/23	585	0241		3002900		16397	JAMES STEVENSON	16397 NOV MILEAGE 11/6-11/20	01009303	CL852897	\$149.34	
11/30/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	9995676 11/20/23	01009298	CL852894	\$4,837.63	
12/08/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	10043585 11/30/23	01009454	CL853073	\$196.65	
12/08/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	199876 11/30/23	01009454	CL853073	\$265.53	
12/22/23	585	0241		3002900		16022	JEANETTE SCHROER	16022 MILEAGE 10/23-12/15	01010025	CL853668	\$206.33	
12/22/23	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	10143082 12/19/23 ACCT100810	01010023	CL853662	\$4,373.10	
01/10/24	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	209526 12/31/23	01010445	CL854019	\$315.71	
01/17/24	585	0241		3002900		14831	REGENTS OF THE UNIVERSITY CA	14381 MILEAGE 1/22/23-12/18/23	01010735	CL854235	\$2,213.90	
01/17/24	585	0241		3002900		926	ED STAUB & SONS PETROLEUM, INC	204778 12/15/23	01010733	CL854234	\$434.78	
01/18/24	585	0241		3002900		14381	JANET ACCOMANDO	14381 JA MILEAGE 1/22/23-12/18	01010864	CL854597	\$2,213.90	
12/08/23	585	0241		3003000		515	LMUD	47976 11/25/23	01009459	CL853075	\$458.86	
12/08/23	585	0241		3003000		736	PG&E	5719487814-6 11/22/23	01009463	CL853082	\$26.58	
01/10/24	585	0241		3003000		3923	EAGLE LAKE R.V. PARK	1231023A 12/31/23	01010443	CL854018	\$38.60	
01/10/24	585	0241		3003000		515	LMUD	20073 12/26/23	01010458	CL854022	\$624.74	
01/10/24	585	0241		3003000		736	PG&E	5719487814-6 12/22/23	01010465	CL854026	\$70.49	
01/17/24	585	0241		3003000		14831	REGENTS OF THE UNIVERSITY CA	14381 PROPANE	01010735	CL854235	\$196.03	
01/18/24	585	0241		3003000		14381	JANET ACCOMANDO	14381 PROPANE \$196.03	01010864	CL854597	\$196.03	
<b>Total Budget Year Expenditures:</b>											<b>\$310,152.52</b>	
<b>Grand Total:</b>											<b>\$310,152.52</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	\$2,258,749.98	\$24,076.76	\$2,282,826.74	
585	0100000	LASSEN SOLID WASTE JPA	\$2,656,255.37	\$343,682.39	\$2,999,937.76	
586	0100000	SW CAPITAL IMPROVEMENT FUND	\$826,209.50	(\$62,544.22)	\$763,665.28	
			<b>\$5,741,214.85</b>	<b>\$305,214.93</b>	<b>\$6,046,429.78</b>	



## 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**

**November 28, 2023 at 1:00 PM**

- A. CALL TO ORDER.** At 1:02 p.m., Chairman Ellis called the meeting to order.
- B. ROLL CALL OF BOARD OF DIRECTORS.** Directors, Ellis, Albaugh, Stafford, and Schuster were present. Director Gallagher was absent.
- C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** Director Albaugh motioned to approve the agenda as written. Director Schuster seconded. Motion was approved 4-0.
- D. CLOSED SESSION** – None.
- E. PUBLIC COMMENT.** Damon Shea reported on operations, staffing, and activities, including holiday schedules.

Discussion was held regarding leaf drop off sites and trash grinding.

Mr. Shea reported that they have hired a new Outreach Coordinator.

Discussion was held regarding recycling issues. Mr. Albaugh asked if it can be arranged for Calrecycle to attend a meeting to address ongoing matters in person.

**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 some line items.

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

Discussion was held to clarify some line items.

Discussion was held regarding well water levels. Mr. Heimbigner stated that the levels have come up and there is not currently a need for drilling.

4. **Staff Reports:** None.

**G. CONSENT CALENDAR:**

1. **Subject: Approval of minutes. Subject: Approval of and/or Additions to and Deletions from the September 26, 2023, Board of Director Regular Meeting Minutes.**

Director Albaugh motioned to approve the September 26, 2023, Regular Meeting Minutes. Director Stafford seconded.  
Motion passed 4-0.

**H. REGULAR CALENDAR:**

1. **Subject: Review of 2024 annual rate adjustment calculation for C&S Waste Solutions.** Mr. Heimbigner reviewed information as presented in packets.

Discussion was held to clarify carryover and allowable percentage fluctuations.

2. **Subject: Update on status of recruitment process for Solid Waste Assistant Director and Program Manager positions.** Mr. Heimbigner reported that the Solid Waste Assistant Director and Program Manager positions have been filled.

Discussion was held regarding the lease on the Russell Avenue office and that it is planned to have everyone under one roof at some point.

3. **Subject: Possible cancelation of next regularly scheduled board meeting on December 26, 2023.**

Discussion was held, and it was agreed to cancel Decembers regular meeting, and it was confirmed that the next regular meeting will be January 23, 2024.

- I. **ADJOURNMENT.** *At 1:35 p.m., Chairman Ellis closed the meeting.*

**LASSEN REGIONAL SOLID WASTE  
MANAGEMENT AUTHORITY**

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RALPH ELLIS ,  
CHAIRMAN OF THE BOARD OF DIRECTORS

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CLERK OF THE BOARD OF DIRECTORS