



## Minutes of the May 17, 2017 Special Meeting

The Sonoma County Waste Management Agency met on May 17, 2017, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

### Board Members Present:

City of Cloverdale	Melanie Bagby	City of Santa Rosa	John Sawyer
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Brent Salmi	City of Sonoma	Madolyn Agrimonti
City of Petaluma	Dan St. John	County of Sonoma	Trish Pisenti
City of Rohnert Park	Don Schwartz	Town of Windsor	Deb Fudge

### Staff Present:

Executive Director	Patrick Carter	Staff	Felicia Smith
Counsel	Ethan Walsh		Kristin Thigpen
Agency Clerk	Sally Evans		Courtney Scott

### 1. Call to Order Special Meeting

Closed session was called to order at 8:00a.m.

### 2. Closed Session:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Executive Director

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title Agency Counsel

### 3. Adjourn Closed Session at 8:52 a.m.

**The regular Board meeting was called to order at 8:57 a.m.**

Ethan Walsh, Agency Counsel, noted there was no reportable action from closed session.

### 4. Agenda Approval

Chair John Sawyer, City of Santa Rosa, noted he needed to leave the meeting at 10:30 a.m. and requested to move up on the Agenda Item 9, Approval of Fiscal Year 2017-18 SCWMA Final Budget and Item 10, Consideration of Merit Increase for SCWMA Executive Director.

### 5. Public Comments (items not on the agenda)

Leslie Lukacs, SCS Engineers, Town of Windsor representative on the AB939 Local Task Force, and Co-chair of the Compost Coalition of Sonoma County, shared that the Zero Waste Symposium that took place on Thursday, May 11, 2017 was a successful event. Ms. Lukacs thanked SCWMA Board Members Deb Fudge, Susan Gorin, Melanie Bagby, and Susan Harvey, for attending the Symposium, as well as Executive Director Patrick Carter for his participation as a speaker.

Pam Davis, C&S Waste Solutions, and Vice-chair of the LTF, updated the Board regarding Sip it Sonoma, a campaign to ask restaurants and other businesses to help reduce the use of single use plastic straws by only providing straws upon request and consider switching to paper straws. Ms. Davis explained the straws become litter and make their way into waterways, creating a hazard to wildlife. Ms. Davis added stainless steel straws were available after the meeting.

**6. Consent (w/attachments)**

- 6.1 Minutes of the April 19, 2017 Special Meeting
- 6.2 May and June 2017 Outreach Calendar
- 6.3 SCWMA FY 2016-17 Third Quarter Financial Report
- 6.4 Sonoma County Certified Recycling Center for Beverage Containers (CRV) Update
- 6.5 Non-Disposal Facility Element Amendment

Don Schwartz, City of Rohnert Park, requested item 6.4, Sonoma County Certified Recycling Center for Beverage Containers (CRV) Update, be pulled from Consent for discussion.

**Public Comments:**

None.

**The motion for approval of items 6.1, 6.2, 6.3, and 6.5 on the consent calendar was made by Susan Harvey, City of Cotati, and seconded by Brent Salmi, City of Healdsburg.**

**Vote Count:**

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed unanimously.**

Mr. Schwartz asked if there were adequate CRV recycling centers in Rohnert Park and Cotati.

Felicia Smith, Agency Staff, replied affirmatively.

**The motion for approval of Item 6.4 was made by Mr. Schwartz and seconded by Ms. Harvey.**

**Vote Count:**

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed unanimously.**

**Regular Calendar**

**10. Consideration of Merit Increase for SCWMA Executive Director**

Chair Sawyer shared the Board had a positive conversation regarding the consideration of Merit Increase for SCWMA Executive Director Patrick Carter, who met and exceeded the Board's expectations.

The Board thanked Mr. Carter for his hard work.

**Chair Sawyer motioned to approve a Merit Increase of 5% for SCWMA Executive Director Carter and Henry Mikus, City of Sebastopol, seconded the motion.**

**Vote Count:**

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed unanimously.**

**9. Approval of Fiscal Year 2017-18 SCWMA Final Budget**

Mr. Carter presented the recommendation for approval of the Fiscal Year 2017-18 SCWMA Final Budget and noted there were not many changes from the draft budget presented in March. Mr. Carter noted the changes reflected the direction received from the Board to add professional development and evaluation funding for Staff and items approved for website redesign and to purchase a new Agency vehicle.

Mr. Carter noted the Agency was in good financial shape and noted the projects being looked: website redesign, purchase of a new vehicle, and several ordinance research projects, would use reserves. Mr. Carter noted the projected Agency fund balances for reserves would be at their levels or very close, according to the reserve plan.

Mr. Carter reported that not much progress had been made with regard to unfunded liabilities. Mr. Carter noted the County Auditor, Controller, Treasurer, Tax Collector (ACTTC) department calculates unfunded liabilities countywide but they would be speaking with the County Administrator regarding potentially calculating individually by agency in the future.

**Board Discussion**

Ms. Harvey expressed concern the county services fee doubled last year, were now increasing and asked what would be done to manage this.

Mr. Carter replied he believed this would be the last large increase on this issue, as these charges were not being charged previously as they should have according to the MOU between the Agency and the County. Mr. Carter explained the County had not been charging the Agency for space occupied by the Agency Staff as well as costs related to the County Administrators office

that had not been taken into account, as well as other County costs specifically called out in the MOU as allowable costs.

Mr. Mikus noted he looked at the numbers and believed it was fair.

Mr. Schwartz expressed his appreciation for Mr. Carter's diligence regarding the unfunded liabilities question and suggested if he was unsuccessful perhaps taking the number of employees the agency had vs. the county wide to possibly come up with a figure for unfunded liabilities in an effort to come up with potential amount.

Mr. Schwartz inquired if the contract between the Agency and the City of Petaluma exempted them from the Agency fee on green waste.

Mr. Carter replied Petaluma only pays for garbage and not on green waste. Mr. Carter replied the agreement was set to expire on June 30, 2019.

**Public Comments**

None.

Mr. Carter noted an 8/10<sup>th</sup> vote was required for budget approval.

**Public Comments**

None.

**Ms. Harvey motioned to approve the SCWMA Budget and Madolyn Agrimonti, City of Sonoma, seconded the motion.**

**Vote Count:**

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed unanimously.**

**7. Annual Presentation of Waste Activities by Republic Services**

Mr. Carter explained that per the Master Operating Agreement between the County and Republic Services, Republic provided an update on annual activities to the County Board of Supervisors as well as the SCWMA Board.

**Recess at 9:21 a.m. to set up for Republic Services presentation  
Meeting resumed at 9:26 a.m.**

Dan Amann, Operations Manager, Republic Services of Sonoma County and Andrea Valdivia, Environmental Specialist, Republic Services of Sonoma County directed the Board to an updated presentation.

Mr. Amann provided a 2016 aerial of the Central Disposal Site and went over some of the changes that took place at the landfill over the past year and currently, to include the new MRF installation inside the central transfer station building.

Mr. Amann noted the total concession tonnage for calendar year 2016 was a little over 377,000 tons, and went over how it was broken down.

Mr. Amann stated that as of the end of December 2016 there were over 15 million tons in place at Central and noted the remaining capacity of the landfill was almost 8.8 million tons, and at current densities and volumes, it was predicted the life of the landfill to be over 35 years.

Mr. Carter inquired if this was a new slide.

Mr. Amann replied affirmatively and added it was updated information from their new engineering budget model earlier during the week. Mr. Amann noted the information in the agenda packet showed 24 years.

Mr. Amann continued his presentation regarding diversion and referenced a pie chart that broke down the percentages by weight showing an increase in diversion. Mr. Amann then went on to talk about rate analysis.

Ms. Valdivia then went over the food waste program and noted The Ratto Group was addressing the lack of space for bins for food waste and cross contamination through education.

Deb Fudge, Town of Windsor, asked what guarantee there was The Ratto Group would be performing those duties.

Ms. Valdivia replied Pete Pouwels meets with the Ratto Group staff frequently.

Ms. Valdivia then went over new developments such as the MRF and landfill improvements. Ms. Valdivia noted that as of April 1<sup>st</sup>, Central was now accepting treated wood.

There was discussion regarding the MRF baler not functioning as the throat was too small.

Ms. Fudge asked the Agency be notified when it's operating again.

Mr. Amann noted it was a problem with the design but there would not be additional costs to rate payers.

Mr. Schwartz requested that Pete Pouwels be present during future presentations, as someone with full knowledge should be present.

Ms. Harvey inquired what was happening with the cardboard in the meantime.

Mr. Amann replied the material was hauled out by Ratto and not landfilled.

Ms. Harvey noted that while she was on site for a tour of the MRF, Republic staff seemed organized as they directed self haul.

Ms. Fudge noted that when she attended the Zero Waste symposium she learned mattresses taken to goodwill for recycling were taken to San Jose, disassembled and recycled. She expressed interest in that particular mattress recycling program next time the MOA was reviewed by the Town of Windsor.

#### **Public Comments**

Leslie Lukacs asked what amount of food waste was contamination and food waste. Ms. Valdivia replied all food waste was. Ms. Lukacs inquired if a waste characterization had been done and Ms. Valdivia replied she would need to follow up on that with North Bay. Ms. Lukacs inquired if the transfer station was still accepting yard waste and Ms. Valdivia replied short bins were being used and people were being turned away due to small capacity.

Mr. Carter clarified that was the case only at Central and the transfer stations had no issues. Mr. Carter recognized it is inconvenient to turn people away at Central and they were working on it through conversation between The Ratto Group and Republic.

Ms. Harvey inquired if people were dumping yard waste as garbage and Mr. Amann replies that was the not case.

#### **8. Approval of Request for Proposals for Organic Material Processing Services**

Mr. Carter stated the RFP was included in the Board packet and the goal was to get the RFP out May 31<sup>st</sup>.

Garth Schultz, R3 Consulting Group, gave a brief update since the publishing of the Agency packet. Mr. Schultz noted some discussion was taking place regarding the Laguna Treatment Plant's consideration of being a potential site, but all studies and reporting still needed to take place.

Mr. Schwartz asked for a typo "equality" be removed from the final version.

Mr. Schwartz, Mr. Sawyer, Ms. Bagby, and Mr. St. John discussed their concerns with including a preference for in-county facilities, and suggested that all references to that preference be removed from the final draft.

Ms. Harvey stated that location needed to be known due to greenhouse gases.

*Mr. Sawyer left the meeting at 10:38 a.m., at which time Mr. Mikus, Vice Chair became acting Chair of the meeting.*

#### **Public Comments**

Leslie Lukacs expressed she was a proposer to the RFI process and wanted to speak to the point of keeping it local. Ms. Lukacs noted 75% of the compost coalition members were farmers and agriculture industry who are paying 20% more to bring compost in and paying more to outhaul maneuver. Ms. Lukacs recommended conducting a financial assessment.

#### **Board Discussion**

**Mr. Schwartz motioned to issue the RFP with the following changes:**

- 1) Removing any reference to local preference policies, including the first bullet in Section 5.6 regarding facility location.
- 2) Removing lines 176-178 on page 72, as well as any other references to local preferences within the RFP.
- 3) Add language in the evaluation criteria that says the Agency has the desire that high quality compost be available widely in Sonoma County and requests the proposals describe in detail how they will address this interest.

**Mr. Salmi seconded the motion.**

**Vote Count:**

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed unanimously.**

**11. Boardmember Comments**

None.

**12. Staff Comments**

None.

**13. Next SCWMA meeting: June 21, 2017**

**14. Adjournment:**

The meeting adjourned at 10:48 a.m.

Submitted by:  
Sally Evans