

**MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT  
REGULAR MEETING MINUTES**

9:30 A.M., Friday  
January 16, 2004

Boardroom  
Monterey Peninsula Landfill  
Marina, CA

**MEMBERS PRESENT:** Dan Albert, Chair  
Jack Barlich, Vice Chair  
Gary Bales  
Ken Gray  
Edith Johnsen  
Leo Laska  
Tom Mancini  
Sue McCloud  
David Pendergrass

**MEMBERS ABSENT:** None

**STAFF PRESENT:** William Merry, District Engineer/Assistant General Manager  
Robert Wellington, Legal Counsel  
Rick Shedden, Senior Engineer  
Don Prescott, Finance/Information Systems Manager  
Rich Nortin, Administrative Services Manager  
Heidi Feldman Public Education Coordinator  
Rebecca Aguilar, Administrative Support Supervisor  
Julia Partida, Administrative Support Specialist  
Cheryl Hall, Public Education Assistant  
Suzan Fine, Recycling Attendant, SEIU Shop Steward  
Rodney Barber, Assistant Mechanic, OE3 Shop Steward  
Jim Griffith, Site Superintendent  
Jack Cook, Assistant MRF Manager

**OTHERS PRESENT:** Bjorn Lundegard, City of Seaside

**ROLL CALL AND ESTABLISHMENT OF QUORUM**

Notice having been duly given and the presence of a quorum established, the January 16, 2004, Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Albert at 9:30 a.m.

**Emergency Agenda Item**

Chair Albert stated that there was an emergency item needed to be added to the agenda with regard to procedures for hearing appeals of employee disciplinary action. Legal Counsel stated that the item was informational only and was not intended for Board discussion or action. The item would be brought back to the Board at a subsequent meeting after staff had been able to meet and confer with the employee bargaining units.

It was moved by Director Johnsen, seconded, and *Unanimously Carried To: Add the Procedures For Hearing Appeals of Employee Disciplinary Action as an Informational Only Emergency Agenda Item.*

**PRESENTATION OF FIVE-YEAR SERVICE AWARD TO TOM MANCINI**

Chair Albert presented Director Tom Mancini with a five-year service award. Director Mancini has been the City of Seaside representative on the District Board since January 1999. Chair Albert thanked Director Mancini for a job well done. Director Johnsen commented that Mr. Mancini not only provided a great service to the District, but also to the Seaside community.

**CONSENT AGENDA**

**Following a motion by Director Barlich and seconded, the Board approved the following actions:**

- 1) Approve Minutes of December 19, 2003 Regular Meeting**
- 2) Approve Warrants #41979 - #42177**

**INTERVIEWS WITH EXECUTIVE SEARCH FIRMS**

Chair Albert reported that Hayhurst & Associates had canceled their presentation; therefore only three firms would be interviewed. The Board discussed and decided on the process for the interviews which consisted of having only the firm interviewing present during the interview. The Board would ask 15 questions and also give the opportunity for each representative to provide a brief background on their firm.

The Board proceeded to interview Paul Kimura of Avery & Associates, Eric Middleton of Maximus, and Regan Williams of Murray & Associates.

**ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION****3) Select Firm to Conduct Search for Next General Manager**

Following the interviews with the executive search firms, the Board held discussion to select the firm to conduct the search for the next general manager.

The Board agreed that although all three firms were qualified to do the search, their preference was Murray & Associates because of their thorough presentation, interview, and because many of the Boardmembers had worked with them before and were satisfied with the work they performed.

The Board also discussed forming an ad hoc committee to help with the selection process. Chair Albert and Directors Barlich and Pendergrass agreed to be a part of the ad hoc committee. The Board also requested that the ad hoc committee meet with the General Manager prior to the next Board meeting.

It was moved by Director Johnsen, seconded, and *Unanimously Carried To: Select Murray & Associates to Conduct Search for Next General Manager.*

**4) Confirm Date and Time for Strategic Planning Session (4/22/04)**

Assistant General Manager reported that the strategic planning session was scheduled for April 22, 2004, from 9 a.m. to 1 p.m. and that the whole Board could attend, with the exception of Vice Chair Barlich. The facilitator, Marilyn Snider, had requested that the Board consider starting at an earlier time of 8:30 a.m.

Board discussion followed regarding extending the time for the session.

It was move by Director Gray, seconded and *Unanimously Carried to: Confirm the Strategic Planning Session for Thursday April 22, from 8:30 a.m. to 1 p.m.*

**5) Consider Proposal for Landscape Architectural Services at Environmental Park Entrance by Bellinger Foster Steinmetz**

The Board reviewed a proposal from Bellinger Foster Steinmetz to provide landscape architectural services at the site entrance. Assistant General Manager reported that staff had met with Larry Foster to discuss possible designs to improve the appearance of the site entrance.

Board discussion followed regarding previous services that Bellinger Foster Steinmetz had provided to several Monterey Peninsula communities and the cost of their proposal.

It was moved by Director Gray, seconded, and *Unanimously Carried to: Authorize Preliminary Work by Bellinger Foster Steinmetz on a Conceptual Design for the Environmental Park Entrance.*

**6) Authorize Purchase of Three 50 Foot Truck Trailers**

The Board reviewed a memorandum from Senior Engineer regarding the purchase of three new walking floor trailers that would be used to transport waste from the materials recovery facility (MRF) to the landfill, as part of the modifications being made to the MRF.

Assistant General Manager explained that the low bids from Western Trailer of Boise, Idaho and The Trailer Company of Bakersfield, California, to provide the trailers did not meet the requirements of the District's specifications that were issued with the Request for Bids. Staff was asking that the Board reject their bids and recommending that the Board award the contract to the next low bidder meeting the specifications, Ken's Truck Repair of Chebanse, Illinois. The total price for the trailers was \$231,851.99, including tax and freight. Delivery would be in 60 to 75 days.

It was moved by Director Johnsen, seconded, and *Unanimously Carried to: Reject as Non-Responsive the Bids of Western Trailer, and the Trailer Company, and Award Contract to Lowest Responsive, Responsible Bidder; Ken's Truck Repair of Illinois in the amount of \$231,851.09, including tax and freight.*

#### **7) Consider Providing Additional Information on District Website**

Assistant General Manager stated that at the request of Director Gray, the Board was being asked to consider posting the Board agenda and minutes on the District website.

The Board concurred with Director Gray's recommendation and directed staff to post the Board meeting agendas and minutes on the District website. No formal action was taken.

### **STAFF REPORTS**

#### **8) Financial, Operating, and Recycling Reports**

The Board reviewed the operating and recycling reports for December. Assistant General Manager stated that because of the early date of the January Board meeting, the December financial reports would not be available until the February meeting.

#### **9) Status of Fort Ord Demolition Variance**

Assistant General Manager reported that, according to the Department of Toxic Substances Control staff, a letter has been prepared declaring the lead contaminated waste from Fort Ord as special waste. Once the letter was signed, it would be put out for 30 day notice for additional comments. He also reported that he had not received actual confirmation of the letter. Staff will keep the Board informed as more information becomes available.

### **OTHER CORRESPONDENCE**

#### **10) Letter from Pacific Unified School District Thanking Heidi Feldman for her Work With the District**

The Board reviewed a letter from the Pacific Unified School District (Pacific Valley) thanking Public Education Coordinator, Heidi Feldman, for her making their video field trip successful and enjoyable.

#### **11) Letter to Leon Panetta Confirming his Keynote Speech at SWANA Conference in Monterey in June 2004**

The Board reviewed a letter from General Manager to Leon Panetta confirming Mr. Panetta's availability to deliver the keynote speech at the SWANA Annual Landfill Symposium and Solid Waste Managers Trends & Challenges Conference. The Symposium will be held at the Monterey Hyatt Regency, June 22-25, 2004.

**Emergency Agenda Item**

Legal Counsel reported that because there had never been a disciplinary action that required Board appeal, and because there was a potential Board appeal, specified procedures for hearing appeals of employee disciplinary action were needed. Before any action could be taken by the Board, staff had to meet and confer with the employee bargaining units and would then come back to the Board with specified procedures to be adopted.

**ADJOURNMENT**

There being no further business to come before the Board at this time, the January 16, 2004 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned to February 20, 2004 by Chair Albert at 12:09 p.m.

**RECORDED BY:**

**AUTHENTICATED BY:**

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Rebecca Aguilar  
Administrative Support Supervisor/  
Recording Secretary

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William M. Merry  
Assistant General Manager