



**NAPA-VALLEJO WASTE  
MANAGEMENT AUTHORITY**

**MINUTES OF THE THURSDAY, SEPTEMBER 13, 2012  
9:00 A.M. REGULAR MEETING OF THE BOARD OF DIRECTORS**

**1. CALL TO ORDER**

The Napa-Vallejo Waste Management Authority met Thursday, September 13, 2012 at the City of American Canyon City Council Meeting Chambers. Chair Garcia called the meeting to order at 9:03 a.m.

**2. ROLL CALL**

The following Members were present: Chair Garcia, Vice Chair Hannigan, Member Luce and Member Mott

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

**Jim Dunbar, representing Potrero Hills Landfill, updated the Board concerning progress on Measure E and re-iterated from his previous report in July, the potential savings to the Authority if Potrero Hills were used for disposal.**

**5. PRESENTATIONS AND COMMENDATIONS**

None

**6. CONSENT CALENDAR**

**A. BOARD MINUTES**

REQUESTED ACTION: Approval of the Board Minutes for the July 12, 2012 Regular Meeting.

**B. LETTER OF AGREEMENT**

REQUESTED ACTION: Approval and authorization for the Executive Director to enter into a Letter of Agreement with the City of Napa for reimbursement to the Authority of costs associated with the Sharps Collection event on September 29, 2012.

**Approval of Consent Calendar Items A and B: EH-PM-LG-ML**

**7. ADMINISTRATIVE ITEMS**

**A. DRTS QUARTERLY FINANCIAL AUDIT**

REQUESTED ACTION: Accept Accountants' Report on Applying Agreed-Upon Procedures for the Quarter ending March 31, 2012.

**No Action taken – Report only**

**B. FINANCIAL REPORT**

DISCUSSION ITEM: Staff to present and discuss the pre-audit June 2012 financial statements for the Authority.

**No Action taken – Discussion only**

**C. AGREEMENTS 2012-09 AND 2012-10**

REQUESTED ACTION: Discussion and possible adoption of the following actions, related to a technical review of the microturbine project at the American Canyon Sanitary Landfill (ACSL):

1. Approval and authorization for the Chair to sign Agreement 2012-09 between Shaw Environmental Inc., the City of American Canyon and the Authority, in an amount not to exceed \$16,000, to assess the condition and needs of the landfill gas to energy microturbine compressor skid and power plant; and
2. Approval and authorization for the Vice-Chair to sign Memorandum of Agreement 2012-10 (MOA) between the Authority and the City of American Canyon, to share equally in the cost of the Shaw microturbine system evaluation, in an amount not to exceed \$8,000 each, for a maximum total of \$16,000.

**Approval of Administrative Item C: PM-EH-ML-LG(X)**

**8. FACILITIES BUSINESS ITEMS**

**A. EXECUTIVE DIRECTOR'S REPORT**

DISCUSSION ITEM: Authority Executive Director, Rich Luthy, reported on recent activities related to the Authority

**No Action Taken – Report only**

**9. OTHER BUSINESS ITEMS**

**A. Reports from Jurisdictions**

DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

- i. Vallejo: None – Derek Crutchfield reported for the City of Vallejo
- ii. Napa City: Kevin Miller reported for the City of Napa
- iii. Napa County: No Report for the County of Napa
- iv. American Canyon: Leon Garcia reported for the City of American Canyon

**B. Future Agenda Items**

DISCUSSION ITEM: Discussion of any items Board members may wish to have addressed at a future meeting date.

**None**

**10. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL

Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (1 potential case)

**The Board adjourned to Closed Session at 9:45 A.M.**

**Closed Session concluded at 10:05 A.M.**

**There was No Reportable Action on the Closed Session items.**

**12 Adjournment**

The Meeting adjourned at 10:06 A.M. with the notation that the August meeting has been cancelled and the next scheduled meeting of the Authority Board of Directors will be held Thursday, October 4, 2012 at 9:00 a.m.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

By: \_\_\_\_\_

ATTEST: Secretary of the Napa-Vallejo Waste Management Authority

KEY

Vote: LG = Leon Garcia; EH = Erin Hannigan; ML = Mark Luce; PM = Peter Mott  
The maker of the motion and second are reflected respectively in the order of the recorded vote.  
Notations next to vote: N = No; X = Excused; A = Abstain; B = Absent