



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

BOARD MEMBERS

Peter Mott <i>Member</i>	Leon Garcia <i>Chair</i>	Erin Hannigan <i>Vice-Chair</i>	Mark Luce <i>Member</i>
Jill Techel <i>Alternate Member</i>	Joan Bennett <i>Alternate Member</i>	Bob Sampayan <i>Alternate Member</i>	Brad Wagenknecht <i>Alternate Member</i>

OFFICERS

Richard Luthy <i>Executive Director</i>	Tracy Schulze <i>Auditor</i>	Martha Burdick <i>Secretary/Clerk</i>
Minh Tran <i>Legal Counsel</i>		Tamie Frasier <i>Treasurer</i>

**BOARD OF DIRECTORS REGULAR MEETING
Thursday September 13, 2012, at 9:00 a.m.**

**City of American Canyon
City Council Meeting Chambers
4381 Broadway Street, Ste 201 - American Canyon, CA 94503**

GENERAL INFORMATION

The Napa-Vallejo Waste Management Authority meets the 1st Thursday of each month at 9:00 A.M. at 4381 Broadway Street, Suite 201, American Canyon, California 94503. The meeting room is wheelchair accessible. Requests for disability related modifications or accommodations, aids or services may be made no less than 72 hours prior to the meeting date by contacting 707 253-4471.

The Agenda is divided into two sections:

CONSENT ITEMS: These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

ADMINISTRATIVE ITEMS: These items include significant policy and administrative actions, and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Napa-Vallejo Waste Management Authority which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of, but prior to the meeting, will be available for public inspection, at the time of such distribution, in the office of Environmental Management, 1195 Third Street, Suite 101, Napa CA 94559, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or Napa Vallejo Waste Management staff, and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA, please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

AGENDA AVAILABLE ONLINE AT www.countyofnapa.org

1. CALL TO ORDER**2. ROLL CALL****3. PLEDGE OF ALLEGIANCE****4. PUBLIC COMMENT**

In this time period, anyone who wishes to speak to the Authority Board of Directors regarding any subject over which the Board has jurisdiction, that is not on the agenda, or to request consideration to place an item on a future Board agenda, may do so at this time. Individuals will be limited to a three minute presentation. The Board of Directors will take no action as a result of any item presented at this time.

5. PRESENTATIONS AND COMMENDATIONS**6. CONSENT ITEMS**

A. 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.

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.

B. FINANCIAL REPORT

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

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.

8. FACILITIES BUSINESS ITEMS

A. EXECUTIVE DIRECTOR'S REPORT

DISCUSSION ITEM: Executive Director to report on Authority related activities.

9. OTHER BUSINESS ITEMS

A. REPORTS FROM JURISDICTIONS

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

- i. Vallejo: Erin Hannigan
- ii. Napa City: Peter Mott
- iii. Napa County: Mark Luce
- iv. American Canyon: Leon Garcia

B. FUTURE AGENDA ITEMS

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

10. CLOSED SESSION

A. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL

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

11. ADJOURNMENT

The next regularly scheduled meeting of the Authority Board of Directors will be held THURSDAY, OCTOBER 04, 2012 at 9:00 a.m.