



**MINUTES OF THE JUNE 22, 2015
REGULAR MEETING OF THE BOARD OF DIRECTORS**

1. CALL TO ORDER

The Upper Valley Waste Management Agency met in regular session on Monday 22, 2015 at 1:30 p.m. at the Yountville Town Council Chambers. Vice Chair Mohler called the meeting to order at 1:30 p.m.

2. ROLL CALL

The following members were present: Vice Chair Mohler, Member Dillon, Member Crull, Alternate Member Wagenknecht, and Alternate Member Kraus

3. PLEDGE OF ALLEGIANCE

Yountville Alternate Member Jeffrey Durham (attending in a non-voting status) led the Pledge of Allegiance.

4. PUBLIC COMMENT

Given a larger than usual attendance, Agency Manager Lederer facilitated introductions of members of the public present. Representing the company-Bryce Howard, Christy Abreu, Mike Karl (CFO/General Manager), and Bob Pestoni, Tom Vence of Vence Consulting Engineers, Lisa Oakley (Intern with Public Works), Karen Querin and Paul Reyes (Staff from Napa County Auditor's office), John Kara (Staff from Environmental Management/PBES), Lynn Goldberg (Staff from City of Calistoga), and the newest Councilmember from Yountville Jeffrey Durham, who is also now the Alternate Member for Yountville.

5. CONSENT CALENDAR ITEMS

A. Approval of Minutes

Staff requested approval of the May 18, 2015 regular meeting minutes.

Approved Consent Calendar item A (as modified): SC-DD-MM-BW-GK (A)

B. Insurance

Staff requests approval of Insurance.

C. Household Hazardous Waste Agreement

Staff requested approval of the Household Hazardous Waste agreement.

Approved Consent Calendar item B & C: SC-DD-MM-BW-GK

6. ADMINISTRATIVE ITEMS

A. California Integrated Waste Management Act

Report on the programs on materials on landfills. Nothing new on the usual items talked about. Did receive all the bills from the hazardous waste service provider. As just approved by the consent item above we are changing the hazardous waste services provider. The events should be run in the same way only by different people. New news is the state announced availability of funding for the Beverage Container Recycling Program. Dave applied on behalf of all cities. That money comes to the cities, and then the cities forward the money to the Upper Valley Waste Management Agency (UVWMA). U VWMA then creates a funding pool for the purchase of recycling bins for businesses and city facilities and related outreach and advertising. So funding is there again this year. The state legislature is again considering whether to decrease the amount of money or eliminate it all together.

Question: Can the CalRecycle funds be used to pay for signage, recycle bins at picnic area, etc.

Staff responded: The program is a pretty restrictive program with regard to use of the money. For instance, in City of Calistoga, U VWMA purchased recycling containers for the main streets and parks and the Fairgrounds. Also, agency staff used the funds to purchase blue recycling containers for all bus stops in the Town of Yountville. Agency staff also pays for recycling-related advertisements in city and town brochures, labels for recycling

containers, and ads in the newspapers. They have also used the funds to purchase the small electrical vehicles that Yountville town staff uses for collecting cans and bottles in the parks.

Steve reported that several months ago, he received a request from a homeowner on Ink Grade Road, who was concerned that there had been a lot of garbage dumped on both sides of the road. They asked if the County could pick it up. But it was on private property. The County was able to coordinate with Upper Valley Disposal and Recycling Service (UVDRS) and use some of its UVWMA member agency service credits to pay for trash bins for a clean-up day. Lisa Oakley (introduced earlier) ran the clean-up event. Steve added that on Saturday, June 13 from 8am -3pm, about a dozen community members who live in the Ink Grade Road area came out to help clean up. Volunteers from the County's Adopt a Road Program, Jack Neil and Sons, also sent two representatives to help clean up. They collected bags of litter, tires, chairs, and plywood. This secluded area often becomes trashy. The County has posted new signs to warn of \$1,000.00 fines for littering. The County Roads Department may also place a video camera to discourage illegal dumping. It was a good use of franchise funds. Steve thanked Christy for coordinating.

B. Public Hearing: Seventh Amendment to UVDS Franchise Agreement

The purpose of this agenda item is to give the Board an opportunity to enact a franchise amendment that would delay the implementation of the proposed UVDS rate increase per item 6.C in order to have time to hire a consultant and study the proposal the company made at the April meeting to extend the Franchise Agreement in return for implementing various projects.

If the board chooses to adopt the amendment, UVDS rates would be held constant until January 1, 2016, giving time for the company to provide a more detailed proposal, and for the Board, with the help of a consultant, to evaluate the proposal. At the December Board meeting, the Board will then act to adjust rates (starting January 1) to make up for the 6 month rate increase delay.

If the Board chooses not to adopt the amendment, they would act on UVDS's rate proposal as discussed in item 6.C. UVDS rates would go up by 1.21%. The amendment applies to UVDS rates only, and does not include Clover Flat (CFL).

After discussion, the board was supportive of the amendment and of bringing on a consultant to assist in evaluating the proposal. \$35,000 is included in the draft budget to fund extra staff time and the consulting effort. . The staff report contained a list of suggestion as to the scope of services that the consultant would be helping us with. Briefly, the Board supported a scope of services that included:

- Review of the proposed projects for cost, feasibility, and value;
- A rate comparison with other similar jurisdictions;
- Review of the Distance Factor included in the rate methodology;
- The risks versus the benefits of an extension;
- The order the proposed projects should be implemented in.

Staff will return to the Board in August to further evaluate the scope.

Motion to support recommendation as modified below:

- 1) Adopt the Seventh Amendment as proposed, enacting a six month delay in UVDS rate setting; and
- 2) Contract with a consultant to assist in the analysis;
- 3) Members Mohler and Canning assigned to an Ad Hoc Committee to assist the Agency Manager in selecting the Consultant;
- 4) The Agency Manager is authorized to sign the consultant contract.

Member Dillion moved, Member Crull second.

Approved substitute motion. DD-SC-MM-BW-GK

C. Public Hearing: Upper Valley Disposal Service and Clover Flat Landfill Rates

The company submitted their rate proposal on May 1st as required by our agreement (actually it was a couple of days late as it got stuck in the server). Staff (Agency Manager and Auditor) did its usual comprehensive review of the proposal.

Auditor Staff Paul Reyes provided an overview of the review process. Following completion of the review, the company and staff agreed that the proposed rate increase for UVDS is 1.21% and for CFL 2.25%.

Board motion approved to adopt Agency Resolution #15-03 to increase CFL fees by 2.25%. No action was taken on Agency Resolution #15-02 on UVDS rates.

Approved item: SC-DD-MM-BW-GK

D. Public Hearing: Approval of the 2015/2016 Fiscal Year Budget

The Agency Manager presented the draft UVA budget. As always, the vast majority of our revenue comes from the \$4.75 per ton surcharge from items coming in to Clover Flat. In addition we get the \$25,000 grant from the state, plus a little bit of money from interest on our balance that sits in the bank. This year on the revenue side, we budgeted \$150,000 but are actually looking at \$172,000. No reason to assume that will go down. Next year's budget will assume \$170,000 in revenue, including the \$25,000. On the expenses side in FY 14/15 we budgeted \$186,410 (from spreadsheet provided in agenda packet) but we are estimated to complete the year at \$185,150. We saved a little money on HHW, spent a little extra money on some administrative costs and some legal fees. Subtracting the estimated revenues from the estimated expenses, leaves us with \$12,000 that will go into reserves.

For FY 15/16 on the revenue side we are budgeting \$170,000 in land fill revenue. Expenses are roughly the same as last year, with the exception of budgeting for the consultant for the Franchise extension analysis, which is roughly a \$35,000 expense. We are therefore proposing \$195,000 in revenue and \$233,375 in appropriations, with \$38,075 coming out of reserves. Reserves are projected at the end of this year to be \$95,431. The board has a policy to maintain reserves greater than \$35,000. Thus dipping into the reserves for the \$38,075 would still leave \$57,000 in reserves, which is well above the board minimum.

Board motion approval to adopt Agency Resolution #15-01 to approve the budget as proposed, with the consulting expenses included.

Approved item: GK-SC-DD-MM-BW

7. FRANCHISES' BUSINESS ITEMS

A. Franchises' Status

Christy Abreu distributed the latest draft newsletter (with revisions to come). Dave reminded board members that, as he stated at the last meeting, the Green Business program is coordinating with Napa Valley Vintners Association on an effort to have all Association members become certified. UVDRS had a waste diversion and greenhouse gas reduction calculator developed that to assist in this effort. The "Zero Waste Input sheet" enables a business to calculate its waste diversion and greenhouse gas reduction themselves. Christy provided examples of spreadsheets created by using the calculator. She said she uploaded a link to the calculator on the UVDRS website.

B. Waste Management Companies' Issues

Nothing to report.

8. OTHER BUSINESS ITEMS

A. Manager's Report

None

B. Reports from Jurisdictions

- i. Napa County: Lisa Oakley (Public Works intern) presented information regarding the Ink Grade cleanup day she helped coordinate. The County used Franchise Funds to pay for the dumpster fees.
- ii. Calistoga: From a waste management perspective everything seems to be just fine. The problem of a few smelly garbage cans in the City parking lot behind restaurants along Lincoln Ave continues but the city is working to resolve it.
- iii. St. Helena: Will be using all their franchise credits to fill budget gaps. Will not be having a downtown Clean-up event.
- iv. Yountville: Clean-up day final tonnage and cost information has been completed. The event cost was about \$1000 less than last year.

C. Board of Directors Comments

None

D. Future Agenda Items

Board will return to discuss the company's proposal, most likely in November, with a final decision in December. There will be no meeting in July.

9. ADJOURNMENT

Meeting was adjourned at 3:08 p.m. The next regularly scheduled meeting of the Agency Board of Directors will be held on Monday, August 17, 2015 at 1:30 p.m. in the Yountville Town Council Meeting Chambers.

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

By: _____
 ATTEST: Steven Lederer, Manager of the Upper Valley Waste Management Agency

KEY

Vote: CC = Chris Canning; DD = Diane Dillon; ML = Mark Luce; MM = Margie Mohler; SC = Sharon Crull
 BW = Brad Wagenknecht; GK = Gary Kraus; JD; Jeffrey Durham; PD = Paul Dohring

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