NAPA-VALLEJO WASTE MANAGEMENT AUTHORITY

MINUTES OF THE THURSDAY APRIL 5, 2018
9:00 A.M. REGULAR MEETING OF THE BOARD OF DIRECTORS

1. CALL TO ORDER

The Napa-Vallejo Waste Management Authority met Thursday, April 5, 2018 at the City of American Canyon City Hall. Vice Chair Sedgley called the meeting to order at 9:04 a.m.

2. ROLL CALL

The following Directors were present: Vice Chair Sedgley, Director Garcia, Director McConnell and Director Wagenknecht.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

   None

5. PRESENTATIONS AND COMMENDATIONS

   None

6. APPROVAL OF MINUTES

   A. APPROVAL OF MINUTES
   REQUESTED ACTION: Approval of Board Minutes for the January 11, 2018 Regular Meeting.

   Item 6A: Approved as submitted   BW-LG-SS RM (A)

7. CONSENT CALENDAR

   A. FY 2018 BUDGET ADJUSTMENTS
   REQUESTED ACTION: Approval and authorization for the Chair to sign the following budget adjustments for Fiscal Year 2018:
   - NVW 003 increasing the Transfer Station and Disposal Operations Professional Services Appropriations by $900,000 and $700,000 respectively due to increases in received and transported tonnage, offset with related increases in revenue; and
   - NVW 004 increasing DRTS Phase 2 Rehabilitation Project 15811 Professional Services Appropriations by $75,000 for expenses related to replacement of kiosks for the transfer station upgrade project

B. DETERMINATION OF MEMBERS' CALENDAR YEAR'S WASTE QUANTITIES
REQUESTED ACTION: Approval of the Determination of the Members' 2017 Calendar Year Waste Quantities used to set the next Fiscal Year's weighted voting, as set forth in Section 8.3(c) of the Authority's Joint Powers Formation Agreement.

C. AGREEMENT 2018-02 Amendment No. 1, APTIM ENVIRONMENTAL & INFRASTRUCTURE INC.,(formerly C B & I)
REQUESTED ACTION: Approval and authorization for the Chair to sign Amendment No. 1 to Agreement 2018-02 with APTIM ENVIRONMENTAL & INFRASTRUCTURE INC., (formerly C B & I), increasing the compensation amount by $5,000, for a new maximum amount of $14,500, effective retroactive to March 1, 2018, through June 30 2018, with all other Agreement provisions to remain the same.

Items 7A, B and C:	**Approved as recommended**	**LG-BW-SS-RM**

8. ADMINISTRATIVE ITEMS

A. DRTS QUARTERLY INTERNAL AUDIT
REQUESTED ACTION: Executive Director requests acceptance of Napa-Vallejo Waste Management Authority -- Internal Audit Reports for the quarters ended June 30, 2017 and September 30, 2017.

B. PROPOSED FISCAL YEAR 2018/2019 BUDGET STUDY SESSION
DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:
  1. Revenue Projections and Operations Budget; and
  2. Operating and Capital Reserves; and
  3. Capital Improvement Budget

Items 8A	**Accepted as presented**	**LG-RM-SS-BW**
Item 8B	**Discussion only, no action taken**	

9. FACILITIES BUSINESS ITEMS

A. EXECUTIVE DIRECTOR'S REPORT
DISCUSSION ITEM: Executive Director to report on Authority related activities.

Discussion only, no action taken

10. OTHER BUSINESS ITEMS

A. REPORTS FROM JURISDICTIONS
DISCUSSION ITEM: Reports of current information relevant to the Authority by the member jurisdictions:

  i.   <u>Vallejo</u>: - Director McConnell reported for the City
  ii.   <u>Napa City</u>: Vice Chair Sedgley reported for the City
  iii.   <u>Napa County</u>: - Director Wagenknecht reported for the County
  iv.   <u>American Canyon</u>: - Director Garcia reported for the City

No Action Taken – Reports Only

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

None

11. **CLOSED SESSION**

The Meeting adjourned to Closed Session at 9:25 a.m., with no reportable action expected.

12. **ADJOURNMENT**

The Meeting adjourned at 9:43 A.M. with the notation that the next meeting of the Authority Board will be held Thursday, May 3, 2018 at 9:00 a.m.

ATTEST: _____

Martha Burdick, NVWMA Secretary

KEY

Vote: SS = Scott Sedgley, LG = Leon Garcia, RM=Robert McConnell, BW=Brad Wagenknecht
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