



**MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY (MSWMA)
Board of Commissioners Regular Meeting**

AGENDA

***Civic Center Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482
Fort Bragg City Hall, Downstairs Conference Room ♦ 416 N. Franklin Street ♦ Fort Bragg, CA 95437***

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/85470132549>

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March 23, 2023 - 10:00 AM

1. CALL TO ORDER

- 1.a. Introductions and Administer of Oath of Office to New Commissioners
- 1.b. Elect Chair and Vice Chair, and Establish a Regular Meeting Date, Time, and Location.

2. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

3. APPROVAL OF MINUTES

- 3.a. Approval of the Minutes for the October 20, 2022, Regular Meeting.

4. GENERAL MANAGER AND FINANCIAL REPORTS

- 4.a. Report on the Status of Restructuring.
- 4.b. February 28, 2023, Year-to-Date Financial Report

5. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

6. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Mendocino Solid Waste Management Authority Board of Commissioners (Commissioners) welcomes input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than

7. DISCUSSION AND ACTION ITEMS

- 7.a. Consideration and Possible Action to Approve and Authorize the Chairperson to Execute Three Agreements: (1) *Services Agreement with Ukiah Waste Solutions to Provide Household Hazardous Waste Services for MSWMA*; (2) *Agreement to Lease 3200 Taylor Drive to Ukiah Waste Solutions*; and (3) *Services Agreement with City of Ukiah to Provide General Manager and Related Administrative Services to MSWMA*; that could Restructure the Operation of the Mendocino Solid Waste Management Authority (MSWMA), All with an Effective Date of April 1, 2023.
Recommended Action: Approve and authorize the Chairperson to execute three agreements: (1) Services Agreement with Ukiah Waste Solutions to Provide Household Hazardous Waste Services for MSWMA; (2) Agreement to Lease 3200 Taylor Drive to Ukiah Waste Solutions; and (3) Services Agreement with City of Ukiah to Provide General Manager and Related Administrative Services to MSWMA; all with an effective date of April 1, 2023.
Attachments: None
- 7.b. Approval of Budget Amendments.
Recommended Action: a. Approve new Budget line item in the amount of \$19,083.25 to reimburse the City of Ukiah for costs to restate the MSWMA JPA agreement, and to develop and execute a plan for restructuring MSWMA. b. Approve new Budget line item in the amount of \$48,000 for City of Ukiah initial compensation under the terms and conditions of the Services Agreement with City of Ukiah to provide General Manager and related administrative services to MSWMA, as described in paragraph 4A, for the period March 1, 2023 to June 30, 2023.
Attachments: None
- 7.c. Transfer of MSWMA Funds to New Custodian.
Recommended Action: a. Direct and authorize the Chairperson to take the immediate steps necessary to authorize the transfer of all MSWMA cash balances including the operating checking and savings accounts, and any undeposited funds to the custody of the Director of Finance, City of Ukiah as described in paragraph 2B(4) of the Services Agreement with City of Ukiah to provide General Manager and related administrative services to MSWMA.
Attachments: None
- 7.d. City of Fort Bragg – County of Mendocino Jointly Owned Casper Transfer Station Surcharge Bank Account.
Recommended Action: a. Direct and authorize the Chairperson to take the immediate steps necessary to transfer the balance in the City of Fort Bragg – Mendocino County jointly owned Casper Transfer Station gate fee surcharge bank account to either the City of Fort Bragg or the County of Mendocino as directed in writing by both of those agencies, reducing the account balance to zero, and close the account. b. Advise the City of Fort Bragg and the County of Mendocino to give written notice to Solid Wastes of Willits, Inc, (SWOW), the operator of the Casper transfer station, to cease remitting Casper transfer station gate fee surcharges to MSWMA, and to make all future remittals of the Casper transfer station gate fee surcharge as directed by the City of Fort Bragg and the County of Mendocino.
Attachments: None
- 7.e. Consideration and Possible Action on Appointing a Coastal and an Inland Commissioner to an Advisory Executive Committee.
Recommended Action: Discussion and possible action to appoint a coastal and an inland commissioner to an Advisory Executive Committee, a standing committee subject to Brown Act rules as Described in paragraph 2A(3) of the Services Agreement with City of Ukiah to provide General Manager and related administrative services to MSWMA.

Attachments: None

- 7.f. Consideration and Possible Adoption of Resolution Adopting the Style of Action Minutes in Conjunction with Digital Audio or Digital Audio-Video Recordings to be the Official Recordation Used for the Mendocino Solid Waste Authority Board of Commissioners.

Recommended Action: Adopt the resolution establishing the Action Minute style in conjunction with digital audio or digital audio-video recordings for the official recordation used for the Mendocino Solid Waste Authority Board of Commissioners.

Attachments:

1. Proposed Resolution

8. SET NEXT MEETING DATE

- 8.a. Set Date of Next Commission Meeting.

Recommended Action: Set the date for the next Commission meeting for April 20, 2023.

9. CLOSED SESSION - MAY BE HELD AT ANY TIME DURING THE MEETING

Closed Session may be held at any time during the meeting. Any public reports of action taken in closed session will be made in accordance with Government Code section 54957.1

- 9.a. **Conference with Labor Negotiator (54957.6)**

Unrepresented employees: (All Positions]

- 9.b. **Public Employee Discipline/Dismissal/Release**

10. ADJOURNMENT

Please be advised that MSWMA needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. MSWMA complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the MSWMA Directors after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Kristine Lawler, MSWMA Secretary

Dated: 3/17/23