



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

AGENDA

Ukiah Civic Center Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

Willits City Hall Chamber ♦ 111 E. Commercial Street ♦ Willits, CA 95490

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>

Or you can call in using your telephone only:

- Call (toll free) 1-669-444-9171
- Enter the Access Code: 854 7013 2549
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

August 8, 2024 - 9:00 AM

1. CALL TO ORDER

2. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

3. 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 ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments on non-agenda items. If you wish to submit written comments, please provide information to MSWMA, located at 3200 Taylor Drive, Ukiah, California.

4. APPROVAL OF MINUTES

4.a. Approval of the Minutes for the May 30, 2024, Special Meeting.

Recommended Action: Approve the Minutes for the May 30, 2024, Special Meeting, as submitted.

Attachments:

1. 2024-05-30 MSWMA Draft Minutes

5. GENERAL MANAGER AND FINANCIAL REPORTS

5.a. Status of Operations

5.b. Report and Discussion of Grant Items

5.c. Report and Discussion of Budget Status

6. DISCUSSION AND ACTION ITEMS

- 6.a. Report and Discussion of Coastal Collection Funds
Recommended Action: Receive report of coastal collection funds and direct staff on next steps.
- 6.b. Proposal of Collection Event Schedule for the Second Half of the Fiscal Year (Jan-June)
Recommended Action: Approve proposal of collection event schedule.
- 6.c. Discussion and Possible Adoption of Tipping Fee Increase
Recommended Action: Adopt Tipping Fee Increase

7. COMMISSIONER REPORTS AND ANNOUNCEMENTS

8. SET NEXT MEETING DATE

- 8.a. Discussion, Consideration, and Scheduling of Next Meeting Date with Meetings to be Held at the Ukiah Civic Chamber and Virtually at the Fort Bragg and Willits City Halls.

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

10. ADJOURNMENT

Please be advised that the Mendocino Solid Waste Management Authority (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 Commissioners 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. Any handouts or presentation materials from the public must be submitted to the clerk 48 hours in advance of the meeting; for handouts, please include 10 copies.

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, CMC/CPMC
Dated: 8/2/24

MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY (MSWMA)
Board of Commissioner MINUTES
Special Meeting
CIVIC CENTER CHAMBER
300 Seminary Avenue, Ukiah, CA 95482
416 N. Franklin Street, Fort Bragg, CA 95482
Virtual Meeting Link: <https://us06web.zoom.us/j/85470132549>

May 30, 2024
9:00 a.m.

1. CALL TO ORDER

The Mendocino Solid Waste Management Authority (MSWMA) Commissioners met at a Special Meeting on May 30, 2024, having been legally noticed on May 28, 2024. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/85470132549>. Chair Mulheren called the meeting to order at 9:00 a.m. Roll was taken with the following **Commissioners Present:** Douglas F. Crane (*arriving at 9:01 a.m.*), Jason Godeke (*attending virtually from Fort Bragg location*), Madge Strong, Dan Gjerde (*attending virtually from Fort Bragg location*), and Maureen Mulheren. **Staff Present:** Tim Eriksen, City of Ukiah Public Works Director/City Engineer, and Kristine Lawler, MSWMA Secretary.

Also Present: Michelle Goodman, Ukiah Waste Solutions Outreach Manager.

CHAIR MULHEREN PRESIDING.

2. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comments were received.

4. APPROVAL OF MINUTES

a. Approval of the Minutes for the May 2, 2024, Regular Meeting.

Motion/Second: Crane/Godeke to approve Minutes of May 2, 2024, a regular meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Godeke, Strong, Gjerde, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

5. GENERAL MANAGER AND FINANCIAL REPORTS

a. Status of Operations.

Presenter: Tim Eriksen, MSWMA General Manager.

Ukiah Waste Solutions Comment: Michelle Goodman, Ukiah Waste Solutions Outreach Manager.

Report was received.

b. Report and Discussion of Grant Items.

Presenter: Tim Eriksen, MSWMA General Manager.

Report was received.

c. Report and Discussion of Budget Status.

Presenter: Tim Eriksen, MSWMA General Manager.

Report given with agenda item 6a.

6. DISCUSSION AND ACTION ITEMS

a. Accept and Adopt Fiscal Year 2024/2025 Budget.

Presenter: Tim Eriksen, MSWMA General Manager.

Commissioner Directive directs Staff to provide detail of itemized payments and budgeted items.

Commissioner Consensus to hear agenda item 6c out of order.

c. Discuss Possibility of Raising Tipping Fee.

Presenter: Tim Eriksen, MSWMA General Manager.

Motion/Second: Crane/Gjerde to increase the tipping fee by \$3.00. Motion **carried** by the following roll call votes: AYES: Crane, Godeke, Gjerde, and Mulheren. NOES: Strong. ABSENT: None. ABSTAIN: None.

Note: *The motion taken was considered as guidance to Staff only. This item will come back for adoption after further clarifications with the various jurisdictions.*

a. Accept and Adopt Fiscal Year 2024/2025 Budget - Continued

Presenter: Tim Eriksen, MSWMA General Manager.

Discussion continued.

b. Report of Previous Monthly Activity and Discuss Future Remote Events to be Held.

Presenter: Tim Eriksen, MSWMA General Manager.

Public Comment: Amber Fisette, Mendocino County Department of Transportation.

Commissioner Directive to Staff to track events as “one-day” or “two-day” events.

a. Accept and Adopt Fiscal Year 2024/2025 Budget - Continued

Presenter: Tim Eriksen, MSWMA General Manager.

Motion/Second: Gjerde/Godeke to accept and adopt Fiscal Year 2024/2025 Budget. Motion **carried** by the following roll call votes: AYES: Crane, Godeke, Strong, Gjerde, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

7. COMMISSIONER REPORTS AND ANNOUNCEMENTS

No Commissioner reports were received.

8. SET NEXT MEETING DATE

a. Discussion, Consideration, and Scheduling of Next Meeting Date with Meetings to be Held at the Ukiah Civic Chamber and Virtually at the Fort Bragg and Willits City Halls

Presenter: Chair Mulheren.

Commissioner Consensus to set the next meeting date for August 8, 2024.

9. CLOSED SESSION

10. ADJOURNMENT

There being no further business, the meeting adjourned at 9:58 a.m.

Kristine Lawler, MSWMA Secretary



AGENDA SUMMARY REPORT

SUBJECT: Report and Discussion of Coastal Collection Funds

ATTACHMENTS:

None

Summary:Report and Discussion of Coastal Collection Funds

Background: Funds were collected from the transfer station tipping fees in the hope that enough would be collected for a transfer station to be built in the coastal area of Mendocino County. The goal was to create a more accessible location for the hauling and collection of solid waste and reduce the amount of waste being transferred along coastal Highway 101.

Discussion: The current balance of the MSWMA funds held at the Savings Bank of Mendocino is \$388,836.56 as of July 31, 2024. As funds have been collected for several years, it has become clear that this effort is not getting MSWMA or any of the Coastal communities closer to the establishment of a coastal transfer station. It will be many more until enough funds are collected to even approach the discussion of purchasing the land, building a facility and acquiring permits for it. Staff believes these funds can be used to help fund more remote collection events along the coast and at the Caspar transfer station.

Recommended Action: Receive report of coastal collection funds and direct staff on next steps.



AGENDA SUMMARY REPORT

SUBJECT: Proposal of Collection Event Schedule for the Second Half of the Fiscal Year (Jan-June)

ATTACHMENTS:

None

Summary: The board will review the proposed collection event schedule.

Background: Remote collection events provide the opportunity for residents to safely dispose of household hazardous waste safely and free of charge. These events do not only provide locals of the area in which they are operated access but those who may live in the remote surrounding areas.

Discussion: Staff proposes a collection event schedule consisting of three (3) Caspar transfer station two-day events and a single event day in Point Arena, Comptche and Willits. The funds discussed in item 6.A could help provide the coast with multiple events as proposed in the schedule. Staff believe that these events give residents in Mendocino County access to a collection event that is not too far out of reach to attend.

Recommended Action: Approve proposal of collection event schedule.



AGENDA SUMMARY REPORT

SUBJECT: Discussion and Possible Adoption of Tipping Fee Increase
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ATTACHMENTS:

None

Summary:Discuss and possibly adopt tipping fee increase.

Background: The current tipping fee collected per ton at the various transfer stations is \$6.50 per ton. These funds make up the bulk of MSWMA's revenue. These funds are essential to the continued collection and disposal of household hazardous waste in Mendocino County. Currently, the expenses of the collection and disposal of HHW is greater than MSWMA's revenue. An increase in this fee would allow for more collection events, illegal dump cleanups and services as well as provide MSWMA with the ability to begin building reserves for surprise expenses or a lack of grant funding.

Discussion: As directed in the last council meeting, staff has looked into the possibility of increasing the tipping fee at the transfer stations from \$6.50 per ton to \$9.50 per ton. This would result in an increase of \$3.00 per ton, providing an additional estimated \$189,231.00 in revenue.

This increase would affect the solid waste rate payers in Mendocino County by less than 20 cents a month reflected in their garbage collection bill. This is calculated on the 32 gallon can, which is the most common can size in all the jurisdictions.

Recommended Action: Adopt Tipping Fee Increase