



**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.

October 31, 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 300 Seminary Ave., Ukiah, California.

4. APPROVAL OF MINUTES

4.a. Approval of the Minutes for the August 8, 2024, Regular Meeting.

Recommended Action: Approve the Minutes for the August 8, 2024, Regular Meeting.

Attachments:

1. 4a 2024-08-08 MSWMA Draft Minutes

4.b. Approval of the Minutes for the September 19, 2024, Regular Meeting.

Recommended Action: Approve the Minutes for the September 19, 2024, Regular Meeting.

Attachments:

1. 4b 2024-09-19 MSWMA Draft Minutes

5. GENERAL MANAGER AND FINANCIAL REPORTS

5.a. Status of Operations

5.b. Report and Discussion of Grant Items

Attachments:

1. Grant Status Update 10-31

5.c. Report and Discussion of Budget Status

Attachments:

1. Budget Report 9-30-2024
2. Balance Sheet 9-30-2024

6. DISCUSSION AND ACTION ITEMS

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.

Recommended Action: Discuss and choose between the following: 1) Approve of the next regularly scheduled meeting date of November 14th, at 9:00 a.m.; 2) Approve canceling the November 14th meeting, and holding the next regularly schedule meeting of December 13th, at 9:00 a.m.; or 3) Choose a new date for a Special meeting.

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: 10/24/24

MENDOCINO SOLID WASTE MANAGEMENT AUTHORITY (MSWMA)
Board of Commissioner MINUTES
Regular 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>

August 8, 2024
9:00 a.m.

1. CALL TO ORDER

The Mendocino Solid Waste Management Authority (MSWMA) Commissioners met at a Regular Meeting on August 8, 2024, having been legally noticed on August 2, 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 9:01 a.m. Roll was taken with the following **Commissioners Present:** Douglas F. Crane, Jason Godeke (*attending virtually from Fort Bragg location*), Madge Strong (*attending virtually from Willits location*), 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: Bruce McCracken, Ukiah Waste Solutions District Manager.

CHAIR MULHEREN PRESIDING.

The Pledge of Allegiance was led by Chair Mulheren.

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 30, 2024, Special Meeting.

Motion/Second: Crane/Godeke to approve Minutes of May 30, 2024, a special 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: Bruce McCracken, Ukiah Waste Solutions District Manager.

Report was received.

b. Report and Discussion of Grant Items.

General Manager Eriksen stated that there was no business to report.

c. Report and Discussion of Budget Status.

General Manager Eriksen stated that there was no business to report.

6. DISCUSSION AND ACTION ITEMS

a. Report and Discussion of Coastal Collection Funds.

Presenter: Tim Eriksen, MSWMA General Manager.

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

Chair Directive to direct Ms. Fisette to work with Fort Bragg, and for Director Eriksen to give an update at the next meeting; and if additional action is needed it can be agendized at that time.

Motion/Second: Mulheren/Strong for funds to be transferred to the Fort Bragg treasury and removed from the MSWMA account. Motion **carried** by the following roll call votes: AYES: Crane, Godeke, Gjerde, and Mulheren. NOES: Strong. ABSENT: None. ABSTAIN: None.

b. Proposal of Collection Event Schedule for the Second Half of the fiscal Year (Jan-June).

Presenter: Tim Eriksen, MSWMA General Manager.

Chair Directive to table Item 6b until after 6c.

c. Discussion and Possible Adoption of Tipping Fee Increase.

Presenter: Tim Eriksen, MSWMA General Manager.

Public Comment: Bruce McCracken, Ukiah Waste Solutions District Manager.

Motion/Second: Gjerde/Crane to approve the \$3.00 per ton to take effect as soon as possible [tipping fee increase]. Motion **carried** by the following roll call votes: AYES: Crane, Godeke, Gjerde, and Mulheren. NOES: Strong. ABSENT: None. ABSTAIN: None.

7. COMMISSIONER REPORTS AND ANNOUNCEMENTS

Presenter: Chair Mulheren.

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 October 3, 2024, at 9:00 a.m.

9. CLOSED SESSION

10. ADJOURNMENT

There being no further business, the meeting adjourned at 10:00 a.m.

Kristine Lawler, MSWMA Secretary

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>

September 19, 2024
3:30 p.m.

1. CALL TO ORDER

The Mendocino Solid Waste Management Authority (MSWMA) Commissioners met at a Special Meeting on September 19, 2024, having been legally noticed on September 18, 2024. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/85470132549>.

Commissioner Consensus for Commissioner Crane to chair the meeting.

Commissioner Crane called the meeting to order at 3:44 p.m. Roll was taken with the following **Commissioners Present:** Jason Godeke (*attending virtually from Fort Bragg location*), Madge Strong (*attending virtually from Willits location*), and Douglas F. Crane. **Staff Present:** Seth Strader, City of Ukiah Public Works Management Analyst II, and Kristine Lawler, MSWMA Secretary.

COMMISSIONER CRANE PRESIDING.

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Clerk stated that no public was present.

3. DISCUSSION AND ACTION ITEMS

a. Adoption of Resolution Authorizing Submittal of Application(s) for All CalRecycle Grants for which the Mendocino Solid Waste Management Authority is Eligible.

Presenters: Seth Strader, Management Analyst II

Motion/Second: Strong/Godeke to adopt the resolution authorizing submittal of regional grant applications and related authorization for all grant programs. Motion **carried** by the following roll call votes: AYES: Godeke, Strong, and Crane. NOES: None. ABSENT: Gjerde and Mulheren. ABSTAIN: None.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 3:48 p.m.

Kristine Lawler, MSWMA Secretary



Status of Operations 10/31/24

Upcoming HHW Events:

- Ukiah – November 2, 2024
- Gualala – December 5 & 6, 2024

Illegal Dumps

Staff continues to collect information from residents within Mendocino County of illegal dumps. C&S has been limited to smaller clean up activities while MSWMA's trailer has been under repair. Now that the trailer has new tires, brakes, lights and tires larger dumps can be tackled.

Recently cleaned dumps:

- Oak Knoll/State St in Ukiah – half a yard of misc. trash, irrigation piping and scrap metal.
- Mitchell Creek Dr in Fort Bragg – yard of misc. trash, mattress.
- East Road in Redwood Valley – half yard of misc. trash, appliances.

C&S crews will continue to clean up other sites as they are reported and schedule allows - likely Thursday and Fridays.

MSWMA Audit

Coordination with Van Lant & Fankhanel, LLP continues as they continue the audit of the 2021, 2022 and 2023 fiscal years. St



Grant Status Update 10/31/24

Upcoming:

Farm and Ranch Solid Waste Cleanup and Abatement Grant (FR85:2024-25)

- \$200,000 possible maximum award amount. \$50,000 limit per sites. Multiple sites may be included in application.
- Property owners must make request to agency for property clean up. Review process includes site visit.

City/County Beverage Container Recycling Payment Program 2024-25

- \$30,873 available for eligible costs aimed at reducing the littering of recyclable materials and clean-up events that include the collection of recyclables.

Award Pending:

Household Hazardous Waste Discretionary Grant (HD43-2024-25)

- \$100,000 applied for; \$90,000 for disposal costs, \$5,000 for education, \$5,000 for supplies and equipment.

Open:

Local Gov't Waste Tire Cleanup Grant (TCU19: 2022-23)

- \$10,310 awarded, none expended due to difficulty with permit application and organizing partner. Previously identified property is not eligible for cleanup as it is zoned for agriculture and work must be performed under Farm and Ranch Abatement programs.

Household Hazardous Waste Discretionary Grant (HD35: 2020-21)

- \$47,080.59 awarded, all expended with \$26,960.41 to still be reimbursed once final report is approved. These funds went towards a program to promote and educate propane cylinder recycling and a battery recycling program. CPSC (California Product Stewardship Council) was contracted to perform this grant work.

Local Government Waste Tire Amnesty Grant (TA6: 2021-22)

- 4,933 tire collected. Residents (no commercial drop off) dropped off tires at the Caspar, Willits and Ukiah Transfer Stations. North Coast Tire Recycling LLC, a CalRecycle approved tire waste hauler then collected and disposed of these tires.
- \$51,518.40 was expended and approved by CalRecycle, reimbursement is pending.



YEAR-TO-DATE BUDGET REPORT HTTPS://MUNISAT

FOR 2025 03								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
920 MSWMA OPERATIONS								
43 GRANTS								
43209 GRANTS	-130,000	0	-130,000	.00	.00	-130,000.00	.0%	
TOTAL GRANTS	-130,000	0	-130,000	.00	.00	-130,000.00	.0%	
44 CHARGES FOR SERVICE								
44795 DISPOSAL SITE SURCHARGE	-410,000	0	-410,000	-70,554.59	.00	-339,445.41	17.2%	
TOTAL CHARGES FOR SERVICE	-410,000	0	-410,000	-70,554.59	.00	-339,445.41	17.2%	
48 OTHER								
44940 OTHER PROGRAM REVENUE	-143,886	0	-143,886	.00	.00	-143,886.00	.0%	
TOTAL OTHER	-143,886	0	-143,886	.00	.00	-143,886.00	.0%	
49 INTEREST EARNINGS								
46110 INTEREST ON INVESTMENTS	-1,140	0	-1,140	-9.38	.00	-1,130.62	.8%	
TOTAL INTEREST EARNINGS	-1,140	0	-1,140	-9.38	.00	-1,130.62	.8%	
52 OTHER OPERATING								
52100 CONTRACTUAL SERVICES	10,000	0	10,000	20,483.73	.00	-10,483.73	204.8%	
52134 GENERAL ADMIN	144,000	0	144,000	36,000.00	.00	108,000.00	25.0%	
52153 AUDIT SERVICES	39,600	0	39,600	.00	.00	39,600.00	.0%	
52170 UKIAH WASTE SOLUTIONS	480,000	0	480,000	92,698.53	.00	387,301.47	19.3%	
52173 ILLEGAL DUMP CLEANUP	20,000	0	20,000	.00	.00	20,000.00	.0%	
59400 OTHER EXPENSES	2,500	0	2,500	.00	.00	2,500.00	.0%	
TOTAL OTHER OPERATING	696,100	0	696,100	149,182.26	.00	546,917.74	21.4%	

YEAR-TO-DATE BUDGET REPORT [HTTPS://MUNISAT](https://munisat)

FOR 2025 03							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL MSWMA OPERATIONS	11,074	0	11,074	78,618.29	.00	-67,544.29	709.9%
TOTAL REVENUES	-685,026	0	-685,026	-70,563.97	.00	-614,462.03	
TOTAL EXPENSES	696,100	0	696,100	149,182.26	.00	546,917.74	
GRAND TOTAL	11,074	0	11,074	78,618.29	.00	-67,544.29	709.9%
** END OF REPORT - Generated by Olga Keough **							

YEAR-TO-DATE BUDGET REPORHTTPTS://MUNISAT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	10	Y	N
Sequence 3	11	Y	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORHTTPTS://MUNISAT

Includes accounts exceeding 0% of budget.
 Print totals only: Y
 Print Full or Short description: F
 Print full GL account: N
 Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: N
 From Yr/Per: 2021/ 1
 To Yr/Per: 2021/ 1
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Include additional JE comments: N
 Multiyear view: D
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2025/ 3
 Print MTD Version: N
 Roll projects to object: N
 Carry forward code: 1

Field Name	Field value
Org	920*
Object	
Project	
Rollup code	
Account type	
Account status	

BALANCE SHEET FOR 2025 3

FUND: 920 MSWMA OPERATIONS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
92000000	10101	POOLED CASH	-75,904.24	-282,775.31
92000000	10250	SAVINGS BANK OF MENDOCINO COUN	.00	193,592.03
92000000	10251	SBMC MONEY MARKET	.00	27,820.54
92000000	10410	ACCOUNTS RECEIVABLE	-23,098.34	96,859.92
TOTAL ASSETS			-99,002.58	35,497.18
LIABILITIES				
92000000	23100	DUE TO FUND 100	.00	-115,843.00
TOTAL LIABILITIES			.00	-115,843.00
FUND BALANCE				
92000000	30005	REVENUE CONTROL	.00	-70,563.97
92000000	30006	EXPENDITURE CONTROL	99,002.58	149,182.26
92000000	30007	FUND BALANCE	.00	1,727.53
TOTAL FUND BALANCE			99,002.58	80,345.82
TOTAL LIABILITIES + FUND BALANCE			99,002.58	-35,497.18

** END OF REPORT - Generated by Olga Keough **