



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

BOARD OF DIRECTORS

Mark Lovelace, County of Humboldt, **Chair**
Shane Brinton, City of Arcata, **Vice Chair**
Sherman Schapiro, City of Blue Lake
Lance Madsen, City of Eureka
John Maxwell, City of Ferndale
Jack Thompson, City of Rio Dell

AGENDA

Thursday, October 11, 2012, 6:30 PM
Eureka City Council Chambers
531 K Street, Eureka, CA

Copies Available: Copies of the agenda materials are available electronically via the internet at www.hwma.net, through individual HWMA member agencies or by calling HWMA at 707-268-8680. There may be a charge for copies.

Accessibility: Accommodations and access to HWMA meetings for people with special needs must be requested in advance of the meeting at 707 268-8680. (The Eureka City Council Chamber room is ADA accessible.) This agenda and other materials are available in alternative formats upon request.

1. Call to Order and Roll Call

2. Approve the Agenda

3. Board Member Reports

4. Oral and Written Communications

This time is provided for people to address the Board or to submit written communications concerning matters not on this agenda. Board Members may respond to statements, but any request that requires Board action will be referred to staff for review. Reasonable time limits may be imposed on both the total amount of time allocated for this item, and on the time permitted to each individual speaker. Such time allotment or portion thereof shall not be transferred to other speakers.

5. Consent Calendar

All matters listed under the Consent Calendar are considered to be routine by the HWMA Board and will be enacted upon by one motion, unless a specific request for review is made by a Board Member or a member of the public. The Consent Calendar will not be read. There will be no separate discussion of these items. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately

- a. Approve Minutes from the September 13, 2012 HWMA Board of Directors Meeting.
- b. Receive August FY 12/13 Financials.
- c. Approve Employment Contract with Jill Duffy to serve as the Executive Director.
- d. Receive Update on Cummings Road Landfill Closure Project
- e. Approve Change Order #9 with Golder & Associates for Water Quality Monitoring at Cummings Road Landfill

- 6. Select Appointees to Planning Advisory Committee (PAC)**
- 7. Receive Presentation on SCRAP Humboldt**
- 8. Executive Director's Report**
- 9. Adjourn**



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

BOARD OF DIRECTORS

Mark Lovelace, County of Humboldt, **Chair**
Shane Brinton, City of Arcata, **Vice Chair**
Sherman Schapiro, City of Blue Lake
Lance Madsen, City of Eureka
John Maxwell, City of Ferndale
Jack Thompson, City of Rio Dell

MINUTES

Thursday, August 13, 2012, 6:30 PM
Eureka City Council Chambers
531 K Street, Eureka, CA

Present: Mark Lovelace, Shane Brinton, Sherman Schapiro, Mike Newman
(alternate for Lance Madsen), John Maxwell, Jack Thompson
Staff: Patrick Owen, Tyler Egerer
Legal Counsel: Nancy Diamond

1) Call to Order and Roll Call

Chairman Lovelace called the meeting to order at 6:35 p.m. A quorum was present and acting.

2) Approve the Agenda

Chairman Lovelace pulled Item 5)a.

Chairman Lovelace Opened the Floor to Public Comment. No one spoke.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Brinton/Thompson to Approve the Agenda with Changes 6 Ayes/0 Noes/0 Abstentions.

3) Board Member Reports

Boardmember Newman reported that the Bristol Rose Café at the Eureka Inn will host its grand opening tomorrow from 5 PM until 10 PM.

Boardmember Brinton reported that the City of Arcata has passed a massive set of land use code amendments that they have been working on for over a year. They relate to residential beekeeping, mobile food vendors, owner occupancy and parking issues, along with others. He urged anyone interested in seeing these amendments to contact City staff.

Boardmember Thompson stated that Rio Dell is moving along with several projects. The sewer plant is moving forward; drilling of about a mile and a half of pipe will proceed on October 15th. The downtown gateway project went out to bid for prospective contractors and is a plan in progress. Measure X, which failed in the last election, will be added to the ballot as Measure J on the coming ballot.

Chairman Lovelace took a flight with US Fish and Game to observe the effect of marijuana grows on watershed areas. He was able to see the Cummings Road Landfill on the flight and noted how good it looked.

Chairman Lovelace Opened the Floor to Public Comment. No one spoke.

Chairman Lovelace Closed the Floor to Public Comment.

4) Oral and Written Communications

Chairman Lovelace Opened the Floor to Public Comment.

Chuck Schager, Eel River Resource Recovery alerted the public of ERD's Greenwaste pickup for the residents of Loleta. They began with 25 residents requesting service and

are looking for more who are interested in receiving this service.

Chairman Lovelace Closed the Floor to Public Comment.

Interim Executive Director Owen introduced a letter from the County of Humboldt thanking the Board for the \$32,000.00 grant in support of the Code Enforcement Unit. The funds assist with disposal for illegal dumping throughout the County. The Food Waste Digester Project has also received letters of support from two local businesses; Pacific Coast Seafoods and Cypress Grove Chevre support the digester as a means to compost and make energy from their by-products.

5) Consent Calendar

Boardmember Schapiro pulled Item 5)b.

a) Approve Minutes from the June 14, 2012 HWMA Board of Directors Meeting

Motion Schapiro/Brinton to Approve the Minutes from the June 14, 2012 HWMA Board of Directors Meeting 6/0/0

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

Approve Minutes from the July 12, 2012 HWMA Board of Directors Meeting

Boardmember Schapiro clarified the wording on a question posed – and response made – to the presenter of Item 7; namely, that the variety of bonds held by the Authority have different maturity dates, and therefore differing interest rates as they reach maturity.

Administrative Services Manager Egerer has made the changes discussed prior to the Board meeting, and will confirm the wording with Boardmember Schapiro prior to finalization of the minutes.

Boardmember Brinton noticed that Mr. Michael Winkler is listed on the Board of Directors on page 19 of the minutes, and requested the roster be appropriately updated.

Motion Schapiro/Newman to approve the Minutes from the July 12, 2012 HWMA Board of Directors Meeting with changes 5/0/1. Boardmember Maxwell Abstained.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

b) Receive July FY 11/12 Financials

Boardmember Schapiro would like to make a correction on page 29 regarding the percent change in the daily count numbers for 2011. Mr. Egerer clarified that the total average daily count for FY 2011 is actually 2,998 cars, resulting in 98.77% difference between 2012 and 2011.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Schapiro/Brinton to Approve Item 6)b with Change 6/0/0

6) Recognize James Test for His Years of Service to the HWMA

Chairman Lovelace asked Jim Test to come forward, noting that this will likely not be the last time that Mr. Test will be required to do such. Chairman Lovelace thanked Mr. Test for his years of service.

Interim Executive Director Owen indicated that staff misses having Jim around on a daily basis and the ability to come to him seeking worldly advice. His open door policy, and his advice, was much appreciated. He appreciated that Jim always had the long view in mind and that he was looking out for what is best for the community and the ratepayer. Together, he and Chairman Lovelace presented a plaque to Mr. Test along with a signed hardhat from the employees of HWMA.

Chairman Lovelace read Resolution 2013-04 into record. This Resolution is included in and made part of these minutes.

By Unanimous Motion of All Members of the HWMA Board of Directors, Resolution 2013-04 is Approved as Read.

James Test noted HWMA has always been one of the special places he has worked and appreciated that the Board has always worked together for the betterment of the community. He expressed his pleasure to work for the Board, and applauded HWMA as one of the better working groups in the County.

Boardmember Brinton stated that through this Board he has gained a passion for garbage and waste diversion, and thanked Mr. Test for the vision he has imparted on the Board.

Boardmember Thompson wished Mr. Test the best in his retirement.

Boardmember Schapiro, as the other member of the Board in attendance to have worked with Jim since the Authority's inception in 1992, thanked him for all his service throughout the years.

Boardmember Maxwell indicated that Mr. Test's passion made him want to stay on the HWMA Board, and that he looks forward to the future of the JPA.

Boardmember Newman conveyed the City of Eureka's appreciation of Mr. Test, and wished him the best in his retirement.

Chairman Lovelace has told people that they have no place in public office if they aren't really truly fascinated by garbage. This is one of the important assignments and it affects every person in Humboldt County. Mr. Test's dedication and efforts to move this Board forward are appreciated.

Chairman Lovelace presented Mr. Test with a plaque

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

7) **Review Needed Repairs to Harris Baler at Hawthorne Street Transfer Station**

Interim Executive Director Owen noted that the Authority's baler is currently non-operational. He believes it is one of the most important pieces of equipment on site and it has been down for seven weeks. It is estimated that the repair costs are around \$138,000.00 with a 5% contingency included. There is adequate funding included in the budget for this year, in light of savings realized on other capital projects,

Boardmember Schapiro would like to know when the baler was last repaired. Mr. Owen stated that this type of repair has not been done to the baler in the past. A similar repair was done to the baler in Ukiah and their staff is pleased with the work that was done.

Boardmember Schapiro asks how often this baler is used. Mr. Owen indicated that workload varies by the amount of material on hand, estimating that it is currently used around twenty hours a week.

Motion Schapiro/Newman to Authorize Staff to Hire Western Baler & Conveyor, Inc. to Make Needed Repairs to the Harris Baler, In an Amount Not to Exceed \$145,000 6/0/0.

Chairman Lovelace asks what the nature is of the repairs needed. Interim Executive Director Owen stated that the weight of the ram bears down on the baling chamber and causes hydraulic leaks. The seals on the chamber have been replaced with some success, but with only short term results. The decision to stop using the baler was made in late July after dialing down the pressure to avoid making the problem worse, with little improvement.

Boardmember Brinton would like to know how much longer the baler will last once this repair has been done. Mr. Owen hoped that because this is a relatively low tech

machine, the repair could prolong the life of the baler indefinitely, and estimated at least 10-15 extra years of service. In addition, he addressed Boardmember Brinton's concern of further component failure in the future, indicating that the cylinders being repaired are the heart of the machine, and that further repairs should be minimal.

Boardmember Maxwell added that the current baler does more work than what a new baler would do and that he believes it would be beneficial to fix the one we have instead of buying a new one. Mr. Owen agreed, noting that a comparable baler would cost around \$650,000.00, so in comparison the repairs are fairly reasonable.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

8) Review Options for Planning Advisory Committee (PAC) Role and Formation

Senior Program Analyst Sherman thanked the Board for attending the August 23rd Strategic Planning Board Study Session. R3 would like to schedule another Board study session in October with the purpose of focusing on more details. She briefly summarized the selection criteria options provided by R3 in their memo regarding PAC appointment, with staff recommending Board approval of Option Two. The appointees would not be required to be from the Boardmembers jurisdiction, with each Boardmember providing 3 to 4 appointees at the October meeting, to be pared down to 12 total PAC members. The main function of the PAC would be to review draft documents. There would be four meetings, potentially during the evening, which the appointees would need to commit to.

Boardmember Newman would like to clarify that on option two, each member agency would have two choices and a member of staff could sit in on the meeting. Ms. Sherman stated that the plan is that Member Agency staff would not be a voting member, but would serve in an advisory capacity.

Boardmember Schapiro believes that we would want to choose someone who represents food stores or restaurants since food is a big part of the waste stream. Ms. Sherman agreed, but intends to leave that decision to the discretion of the Board.

Boardmember Brinton thanked staff and R3 for their work on this. He supported the notion of keeping representation of the PAC to members of the public, not government staff and officials.

Chairman Lovelace noted that a letter was received from Zero Waste Humboldt (ZWH). Administrative Services Manager Egerer stated that letters in support of ZWH have been made available along with the letter. **Boardmember Newman** asked for clarification that this committee is not a Brown Act limited committee. Legal Counsel Diamond stated that it would depend on what the final committee looks like and how it is expected to function. In general, she explained, task force types of committees with limited duration and function without Boardmember representation are not Brown Act Committees.

Chairman Lovelace Opened the Floor to Public Comment.

Jane Woodward would like to point out that the August issue of *Science* has an article on working with waste. On behalf of Zero Waste Humboldt she is here to answer any questions regarding the PAC proposal that was emailed to the board. Ms. Woodward believes it is important that all stakeholders have equal representation which can only be assured if all stakeholders are part of the PAC.

Chairman Lovelace Closed the Floor to Public Comment.

Legal Counsel Diamond further clarified that once the Board authorizes any members, even if it is less than a quorum, it is a Brown Act Committee.

Boardmember Schapiro would like to know what else would have to be done for the

Brown Act Committee. Counsel indicated that 72 hour advance notice of meetings, meeting place accessibility under ADA restrictions and materials presented to the committee being made available to the public simultaneously would all be required of a Brown Act Committee.

Boardmember Schapiro believes that ZWH is on the right track. He would add one more ratepayer and a food seller to make equal representation.

Boardmember Newman believes that option two is adequate for appropriate public representation. He would like to keep the group such that it would not have to hold Brown Act type meetings, but adds that they should be noticed ahead of time so that the public would be able to participate in the meetings.

Boardmember Thompson supports option two. It has the benefits of covering all the areas and groups that need to be covered. He agreed that proper posting of meetings and information is important for public input.

Boardmember Maxwell indicated that of the options, option two seems most appropriate. His concern is that there may not be enough choices for qualified appointees. Agency staff input is absolutely essential, so having a PAC and a SAC (Supervisor Advisory Committee) would be ideal.

Boardmember Brinton sees that the allocation of seats as outlined by ZWH makes sense. He appreciates the constructive and helpful input in the letter. He believes it is important for different member agencies with different interests to have a larger role in the process. He suggests that option two be used, but with the understanding that each Boardmember come back with four or five options. The one thing that the board has to be clear about is that if they go to someone to ask if they are interesting in participating, they must know that they may not be appointed to the committee.

Chairman Lovelace believes that option two is very similar to the ZWH proposal with two main differences; one, ZWH provides very specific numbers for each stakeholder group and; two, how the appointments are handled. Chairman Lovelace related his previous experience in seating volunteer committees, and noted the difficulty in being able to exactly fill each niche in the ZWH proposal. He suggested a cap of total members from each group.

Boardmember Schapiro approved of trying to fit a target. He questioned how many names each Boardmember should bring, and requested that staff put together a sheet giving additional information such as the number of meetings and how long they will be so that the Boardmembers can give that to their prospective committee members

Boardmember Newman agreed that each Boardmember should bring three or four names, but that they should not limit themselves to a target number of representatives for each stakeholder group. He would like to approve option two with the addition of two member agency staff members to attend the PAC as necessary.

Boardmember Brinton urged each Boardmember went back to their respective member agency and request that the board or council authorize staff time to be put in to this.

Boardmember Newman expressed concern over the ability of each Council to appropriately discuss this matter, with the first planned PAC meeting to take place in mid October.

Boardmember Brinton indicated his belief that this can be put together after forming the PAC because this group wouldn't need to provide input until review documents were made available. He asked staff what they envisioned for the makeup of an agency advisory council. Ms. Sherman indicated that the Local Task Force group, which meets monthly, could provide much of the support being discussed. Boardmember Brinton again urged his fellow Boardmembers to request constant participation in the LTF by

their representatives for the duration of the PAC.

Motion Newman/Brinton to Approve Option Two for Formation of PAC by R3 5/1/0; Boardmember Schapiro opposed.

Interim Executive Director Owen echoed Ms. Sherman's sentiments, and agreed with Boardmember Brinton that the LTF should be urged to participate on a more regular basis.

The Board discussed the particulars of the makeup of the PAC briefly, eventually agreeing that setting specific numbers for each stakeholder group would be too restrictive, and that agency staff should be maintained in an advisory role only.

Interim Executive Director Owen reminded the Board of the need to establish a role for the PAC. Legal Counsel Diamond further clarified the usefulness of discussing the role of the PAC so that people being recruited have some idea of what their involvement will be.

Boardmember Schapiro asked for clarification of R3's proposed PAC role, wondering if the Board would see results from the PAC's discussions prior to making a final decision on planning documents. Senior Program Analyst Sherman stated that the idea was that R3 would draft documents for review by the PAC, and then bring it to the Board for comment/approval. R3 envisions that after every meeting the PAC would come to the Board with document amendments from their review.

Boardmember Brinton stated that the process laid out by R3 makes sense, but wondered what the PAC would do prior to having documents to review. He asked how many meetings of the PAC will happen before working drafts are available for review. Senior Program Analyst Sherman indicated that the initial working drafts will be created prior to the first PAC meeting.

Boardmember Thompson asked how long each meeting is planned to last. Ms. Sherman indicated that R3 envisions evening meetings for the PAC, and she doesn't believe that it would be much more than two hours per meeting for document review.

Boardmember Schapiro asked about the total number of documents planned for final approval by the Board. Ms. Sherman stated that plan is that there will be production of multiple documents; the process would first generate policy documents, followed by implementation documents, and finally those would be narrowed down to one complete strategic plan. **Boardmember Newman** agreed with the steps as outlined by R3, and supported the production of an outline for use in recruiting PAC members.

The Board considered the notion of requiring the PAC to attend public strategic planning meetings with various stakeholders. It was agreed that members of the PAC should be urged to do so as available, but that the entire group would not be expected to attend each meeting.

Boardmember Newman clarified that a sunset clause would be included to establish a set life to the PAC. Legal Counsel confirmed that the language would be included.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Brinton/Newman to Approve the Role of the PAC as Recommended by R3, with the Inclusion of Language Stating the Desirability of PAC Members to Attend Public Strategic Planning Meetings where Possible 6/0/0.

Senior Program Analyst Sherman attempted to schedule a date for the board study session. After much discussion, Ms. Sherman was directed to establish a meeting date outside of the Board meeting.

9) Discuss HWMA Reserve Account Balance

Interim Executive Director Owen stated that this is for informational purposes only. His

message to the Board is that we have transferred about \$1.8 million from our savings account into our checking account to float our bill costs in the past two months while we wait for reimbursement from the State for closure funds. Mr. Owen used this opportunity to point out that maintaining reserves at this level shows how important it is the Authority operations, despite concerns from other agencies that Authority reserves are too high.

Boardmember Schapiro emphasized that he signed a very large check recently and that he appreciated the importance of having the funds on hand for such an expense.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

10) Update on the Cummings Road Landfill Closure Project

Special Project Manager Test stated that the project cost is roughly \$4.5 million and that the project may be completed within the budget and time frame originally set for the project. He encouraged everyone to go see what a “beautiful landfill” looks like.

Clayton Coles, of Lawrence and Associates, presented a slide show on the progress of the Cummings Road Landfill Phase I Closure.

Boardmember Schapiro asked if the geologic tests measuring leakage have been completed. Mr. Coles stated that they have been completed and were successful.

Boardmember Newman wanted to know how many bidders there were on this project. Mr. Coles indicated that there were five, and Anderson Dragline was the lowest qualified bidder.

Boardmember Brinton would like to know if it is normal for CalRecycle to hold the project funds the way they are. Mr. Coles suggested that once this phase is complete and approved by the Water Board, we can submit a revised closure plan for the remainder of the project. The State should be more willing to negotiate the release of their retention once the current work is approved by all involved parties.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

Boardmember Schapiro recognized the various local businesses involved in the closure project; Pacific Affiliates provided surveying; erosion control was provided by CalKirk; rock and aggregates were purchased from Kern Construction; and the foreman overseeing much of the work was hired locally.

11) Review Draft Request for Proposals (RFP) for Anaerobic Digester System Design & Installation

Project Manager Bohn gave an overview of the previously presented goals related to the Anaerobic Digester Program and stated that Ruth Abbe with HDR is present to answer any questions that the board may have. She gave a small presentation to the Board which regarding recent progress in organics management. Also included were fuel costs and breakdowns of industrial and foodwaste feedstock HWMA is looking to process. **Ms. Bohn** continued by providing a schedule and planned outcomes of the proposed RFP, which should result in the selection of a firm to design and implement an organics digestion system for the County.

Boardmember Brinton asked whether there will be any on-site assembly by this company. Ms. Bohn indicated that the equipment requested would be proprietary to the company chosen, and as such she is working with the assumption that the winning proposal would take into account installation and operation of the technology proposed for at least a brief window of time after the facility comes online.

Legal Counsel Diamond clarified that the construction portion of this project will be picked through a public bid process and will meet all state law requirements associated with such a bidding process. This will be a prevailing wage project once it gets into construction. Because the system design and installation involves proprietary technology, it does not have those construction restrictions associated with it.

Boardmember Thompson indicated that he has studied this and agrees with the steps of the process presented. He feels that this is the time to move forward and he supports the proposal at this time.

Chairman Lovelace Opened the Floor to Public Comment.

Tall Chief Comet, of Humboldt State University, would like to share that they have been one of the early partners in this project. He would like to urge everyone to move the process on as quickly as possible. Unnecessary delay may cause a loss in commitment from early adopters.

Boardmember Schapiro appreciated the support from HSU.

Chairman Lovelace Closed the Floor to Public Comment.

Chairman Lovelace would like to know how many respondents there are and how that affects the selection process. Project Manager Bohn indicated that 41 people attended the mandatory web meeting for interested proposers, and that the field provides a wide range of possibilities for the Authority.

Boardmember Newman would like to clarify that we are paying the consulting firm and asks what we have agreed to pay them. Ms. Bohn stated that the Board approved \$100,000.00 for consulting services with HDR and that staff has currently spent around \$15,000.00.

Ruth Abbe, HDR Engineering noted that responses are coming in from all over the world to procure new anaerobic digester services. There is a lot of active interest in the state of California. She indicated that the equipment being used is not new, just the technology as applied in the field of anaerobic digestion. Ms. Abbe clarified for Boardmember Schapiro that the process of anaerobic digestion has existed for fifteen or so years and is well tested in Europe. In California we have a number of digestion facilities for feedstock such as manure but there are no existing facilities with the same goals in mind as our foodwaste digester.

Motion Schapiro/Brinton to Authorize Staff to Issue the RFP for Anaerobic Digester System Design & Installation 6/0/0

12) Executive Director's Report

Interim Executive Director Owen reported that J&T plastics in Redway have purchased a machine which can produce products out of recovered plastic from the HWMA Transfer Station. The product is not food grade, but they are trying to market it in other industries. The state bill by Brownley to ban single use plastic bags died once again in the Senate.

Mr. Owen noted on Saturday HWMA will give free disposal for those participating in the coastal cleanup. The Authority will be applying for another waste tire grant and will be providing the public with free coupons to dispose of up to nine tires at a time for free at the Transfer Station.

Boardmember Schapiro asked about the anticipated date for the tire grant will be. In talking to staff, he also sought clarification of continuing high credit card fees with our new credit card system. Mr. Owen estimated that the new grant cycle would most likely start at the beginning of 2013, with the coupon program to follow in early spring. He further noted the problems the Authority experienced being classified as a utility with the major credit card providers; Administrative Services Manager Egerer confirmed that

recent discussion with Humboldt Sanitation – the source of most of the fees – has agreed to switch their credit cards over to MasterCard, to assist the Authority in realizing utility classification savings.

Boardmember Brinton expressed interest in receiving a report on what happened with Trinidad joining the JPA. Mr. Owen hopes that this can be discussed by the Board through the strategic plan process.

Chairman Lovelace Opened the Floor to Public Comment.

Chuck Schager, of Eel River Resource Recovery, mentioned that there will be a free e-waste event at 850 Riverwalk Drive in Fortuna on Saturday September 29th from 9 to 2.

Chairman Lovelace Closed the Floor to Public Comment.

Chairman Lovelace encouraged the Board to allow the Executive Director to provide letters in support of entities taking the direction that the Board is going in, when time does not provide for Board input on the subject.

13) Closed Session/Report Out 9:40 PM

a. Closed Session per Government Code section 54957: Executive Director Hiring

Boardmember Madsen replaced Boardmember Newman as the representative for the City of Eureka in Closed Session.

No Report Out was made from Closed Session.

14) Adjourn

Chairman Lovelace Adjourned the Meeting at 9:40 p.m.

Next Meeting: October 11, 2012 at 6:30 p.m. at Eureka City Hall Council Chambers.



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: October 11, 2012

FROM: Tyler Egerer, Administrative Services Manager

SUBJECT: Item 5)b
Receive August 2012 Financial Reports

RECOMMENDED ACTION: Comment.
Review and Comment on August 2012 Financial Reports.

DISCUSSION:

Attached for Board review are the following Financial Statements:

- Activity Report August 2012
- *Preliminary* Balance Sheet August 2012
- Cash Position Report August 2012
- Cash Disbursements August 2012
- Department and Authority-wide Income Summaries, August 2012

August financials are provided, with the caveat that the Balance Sheet continues to contain preliminary information pending the final results of the Fiscal Year 2013 audit.

Landfill closure activities continue to have a significant impact on the bottom line, as general funds pay for work faster than reimbursements for CalRecycle come in. Staff is pleased to note, however, that communication with CalRecycle and Union Bank – the trustee of the Authority’s closure funds – remains open and turnaround times are minimal. To date, \$3,238,669 has been spent on Phase I of closure. CalRecycle continues to withhold a 20% retention on funds reimbursed.

Activity for Fiscal Year 2013 is normalizing fast to the levels of the previous year. Activity continues to be down through Eel River Disposal and Hazardous Waste; however, Greenwaste activity is improving drastically. Self-haul disposal is up, and the Authority has recaptured some franchise Greenwaste that was briefly being hauled elsewhere.

Cash Disbursements for August totaled \$2.73 million. Of that, almost \$2 million is comprised of closure expenses, all of which will be reimbursed by the State. The remaining expenses are comprised of mostly day-to-day expenditures.

The Cash Position Report shows the balance of the checking, savings, and trust accounts as of July 31, 2012. It should be noted that only the checking and savings balances are available to the Authority for general business expenses. The bond balances are restricted for bond payments only.

Activity Report
July 1, 2012 - August 31, 2012

Waste Tonnage	Tonnage			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Hawthorne						
Franchise	7,470	7,360	101.5%	\$898,148	\$884,921	101.5%
Self Haul	3,112	2,899	107.4%	\$468,105	\$448,406	104.4%
Subtotal	10,582	10,259	103.1%	\$1,366,253	\$1,333,326	102.5%
Humboldt Sanitation	1,162			\$43,535		
ERD	1,221	1,522	80.2%	\$113,135	\$141,795	79.8%
TOTAL.	12,965	11,781	110.1%	\$1,522,923	\$1,475,121	103.2%
Greenwaste	555	560	99.2%	\$45,468	\$44,003	103.3%

Household Hazardous Waste

	Customers			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Commercial	61	53	115.1%	\$11,167	\$13,898.39	80.3%
Residential	633	931	68.0%	\$4,917	\$6,415.13	76.6%
Fortuna Residential	11	14	78.6%	\$195	\$404.00	48.3%
Revenue from Countywide Fee				\$65,569	\$73,400.10	89.3%
TOTAL.	705	998	70.6%	\$81,848	\$94,118	87.0%

Traffic Count	Average Daily		Average Daily		% of Prior
	Count FY12	Exceptions	Count FY11	Exceptions	
July	266	None	281	None	94.7%
August	252	None	265	None	95.1%
September			265	None	0.0%
October			241	None	0.0%
November			229	None	0.0%
December			236	None	0.0%
January			234	None	0.0%
February			237	None	0.0%
March			216	None	0.0%
April			239	None	0.0%
May			259	None	0.0%
June			259	None	0.0%
Year-to-Date Average	259		273		94.9%

Humboldt Waste Management Authority
PRELIMINARY Statement of Assets and Liabilities
For the Period Ending August 31, 2012

ASSETS	August 31, 2012	June 30, 2012
Current Assets		
Cash and Cash Equivalents	\$1,740,040.01	\$3,572,845.18
Accounts Receivable	\$750,846.51	\$705,204.74
Prepaid Items	\$39,171.33	\$49,960.49
Total Current Assets	\$2,530,057.85	\$4,328,010.41
Restricted Assets		
Investment with Bond Trustee	\$2,163,585.35	\$2,163,585.35
Closure and post Closure care Trust Fund	\$7,848,179.79	\$8,442,570.11
Article Five Trust Fund	\$66,731.53	\$67,338.56
Accrued Interest Receivable	\$61,271.52	\$53,669.70
Total Restricted Assets	\$10,139,768.19	\$10,727,163.72
Other Assets		
Property, Plant, & Equipment	\$5,385,668.78	\$5,461,573.26
Deferred Charges	\$283,299.20	\$290,809.61
Grants Receivable	\$38,567.86	\$38,567.86
SWoW Receivable	\$47,600.00	\$47,600.00
OPP Receivable	(\$38,996.01)	(\$38,996.01)
Waste Authority Permit	\$221,171.00	\$221,171.00
Contract with Anderson Landfill	\$116,180.94	\$132,023.73
Goodwill Depreciable - Purchase of WSG	\$2,073,594.10	\$2,229,113.68
Total Other Assets	\$8,127,085.87	\$8,381,863.13
Total Assets	\$20,796,911.91	\$23,437,037.26
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable	\$2,341,053.28	\$637,581.10
Deferred Revenue - Kernen	\$56,233.95	\$56,233.95
Deferred Revenue	\$368,453.19	\$368,453.19
Current Portion of Bonds Payable	\$698,320.00	\$53,220.00
Current Portion of Leases Payable	\$0.00	\$0.00
Current Portion of Loan Payable	\$50,000.00	\$0.00
Accrued Wages and Payroll taxes payable	\$70,286.11	\$66,124.76
Accrued Interest Payable	\$83,500.00	\$83,500.00
Other Accrued liabilities	\$2,300.00	\$2,300.00
Total Current Liabilities	\$3,670,146.53	\$1,267,413.00
Long Term Liabilities		
Loans Payable - CIWMB Closure	\$213,655.40	\$263,655.40
Equipment Leases Payable	\$0.00	\$0.00
Estimated closure and post closure costs	\$12,630,031.69	\$14,000,000.00
Bonds payable, long-term portion	\$9,220,000.00	\$10,055,000.00
Total Long Term Liabilities	\$22,063,687.09	\$24,318,655.40
Total Liabilities	\$25,733,833.62	\$25,586,068.40
Net Assets		
Equity Reserved	(\$3,424,657.00)	(\$3,424,657.00)
Unrestricted	\$3,768,339.90	\$3,768,339.90
Restricted for Special Programs	\$31,673.22	\$31,673.22
Investment in Capital Assets	(\$2,280,266.00)	(\$2,280,266.00)
Increase (Decrease) in Net Assets	(\$3,032,011.83)	(\$244,121.26)
Total Net Assets	(\$4,936,921.71)	(\$2,149,031.14)
Total Liabilities and Net Assets	\$20,796,911.91	\$23,437,037.26

Humboldt Waste Management Authority
Cash Position
For the Period Ending August 31, 2012

Fund Name	Investor	Restricted	Unrestricted
Public Funds Checking Account	Umpqua Bank		\$1,336,359.17
Public Funds Savings Account	Umpqua Bank		\$396,925.42
Landfill Closure/Post Closure Trust Fund	Union Bank	\$7,509,558.01	
Landfill Article 5 Corrective Action Trust Fund	Union Bank	\$66,731.53	
Project Fund - Series 2002 Bond	Bank of New York	\$408.92	
Reserve Fund - Series 2002 Bond	Bank of New York	\$91,052.98	
Debt Service Fund - Series 2002 Bond	Bank of New York	\$31.09	
Revenue Fund for Bond Payment - Series 2002 Bond	Bank of New York	\$434,338.26	
Reserve Fund - Series 2005 Bond	Bank of New York	\$693,995.00	
Cost of Issuance - Series 2005 Bond	Bank of New York	\$24,891.97	
Revenue Fund - Series 2005 Bond	Bank of New York	\$469,678.47	
Bond Payment Deposit	AIG - Wells Fargo	\$599,395.00	
Total Funds		\$9,890,081.23	\$1,733,284.59

Paid To	Cleared	Paid To	Cleared
101Netlink	\$60.00	Lawrence & Associates	\$23,952.13
Access Humboldt	\$412.50	Lighting Resources, LLC	\$3,736.60
AFLAC	\$358.46	Lost Coast Communications, Inc	\$492.00
Anderson Dragline, Inc	\$1,933,684.39	Mad River Hardwood Co., Inc	\$37,350.06
Anderson Landfill	\$55,803.56	MAD RIVER HOSPITAL	\$442.00
APP IMPRINTS, LLC	\$268.62	McKinleyville Ace	\$300.50
Applied Industrial Tech-CA LLC	\$2,435.93	Mercury Disposal Systems, Inc	\$781.00
AT & T	\$465.52	Mission Uniform & Linen	\$967.98
B & B Portable Toilet Company	\$93.18	Myrtle town Lumber	\$514.94
Bank of New York	\$107,450.00	Nancy Diamond	\$8,934.00
Bettendorf Enterprises, Inc.	\$248,005.33	Network Management Services	\$5,154.85
Blue Shield of California	\$17,449.21	NEVA SWAN	\$168.80
CA SDU	\$13.00	North Coast Audiology Center	\$304.00
California Body Shop, Inc	\$749.98	North Coast Cleaning Service I	\$197.00
Cardmember Service	\$690.32	North Coast Unified Air Qualif	\$1,697.41
Cash	\$2,903.00	Northern California Gloves	\$45.36
City of Arcata	\$4,478.32	Northern California Safety Con	\$80.00
City of Eureka	\$5,241.14	Oak Harbor Freight Lines, Inc.	\$1,820.00
Clear Stream Recycling	\$996.26	P G & E	\$4,470.35
Conexis	\$50.00	Pacific Motorsports	\$212.97
Con-Way Freight Lines	\$700.00	Pacific Paper Co.	\$1,410.40
Cora Williams	\$285.80	Pacific Watershed Assoc.	\$4,406.60
Court-Ordered Debt Collections	\$347.92	Peterson Tractor	\$3,875.50
Credit Card Fees	\$3,555.65	Picky Picky Picky Store	\$1,196.46
CRV Cash	\$4,861.00	Pierson Building Center	\$1,419.24
Crystal Springs Bottled Water	\$130.75	PSC-Philip Services Corporatio	\$9,985.00
Custom Sweeping	\$525.00	QED Environmental Systems, Inc	\$168.68
Dr. Law Staton LAS/HSS/C	\$90.00	R3 Consulting Group	\$9,116.25
Eel River Disposal	\$28,746.56	RazurSharp	\$773.73
Englund Marine Supply Co. Inc.	\$155.50	ROBERT LaDELLE	\$59.00
Erik Randle	\$197.98	Sam Wilson	\$200.00
Eureka Boiler Works LLC	\$124.76	Scrapper's Edge	\$76.87
Eureka Glass Company Inc	\$238.95	SCS Field Services	\$2,295.00
Eureka Humboldt Fire Extinguis	\$453.85	SETCO	\$1,176.45
Eureka Napa	\$212.28	Sharps Solutions LLC	\$1,210.00
Eureka Overhead Door Co., Inc.	\$150.18	SHN Consulting Engineers and G	\$427.50
Express Services, Inc.	\$15,758.20	Snoozie Shavings, Inc	\$1,400.00
FedEx	\$75.69	Solid Waste of Willits, Inc.	\$1,534.71
Ferguson Enterprises, Inc.# 30	\$2,184.84	Staples Credit Plan	\$96.60
Geo-Logic Associates	\$31,692.74	Steritech Group Inc	\$325.00
Grainger	\$65.76	Steve Morris Logging & Contrac	\$3,061.75
Hamanaka Painting Co., Inc	\$265.16	Suddenlink	\$69.95
Harbor Freight Tools	\$122.10	SWEETSER & ASSOCIATES	\$540.00
Heather Benson	\$160.81	Taylor Made Fencing	\$95.00
Hensell Materials	\$327.60	Thrifty Supply Company	\$23.33
Holmes Security Video System	\$75.00	Thumper's Mechanical Service I	\$800.00
Holt of California	\$392.08	Tiffany Ibbs	\$192.00
HSBC Business Solutions	\$85.53	Uline Shipping Supply Speciali	\$1,966.88
Humboldt Bay Forest Products	\$5,465.02	United Rentals Inc.	\$468.62
Humboldt Community Services Di	\$22.35	US Bank Office Equipment Finan	\$409.72
Humboldt County Code Enforceme	\$32,000.00	Verizon Wireless	\$429.39
Humboldt County Dept of Public	\$40,400.76	WBCO Electric Service	\$151.84
Humboldt County Environmental	\$31,332.91	Western Chain Saw	\$9.71
Humboldt Recycling LLC	\$2,725.00	Woods Pest Control	\$105.00
J. CARLOS CHAVEZ	\$136.85	Zep Manufacturing Company	\$126.13
J.J. Keller & Assoc, Inc	\$245.64		
Janis Erickson	\$184.00		
Jeff Williams	\$74.49		
Karen Sherman	\$158.00	Payroll Expenses	\$142,472.36
Kevin Thuresson	\$198.99		
L & M Renner, Inc	\$9,037.77	Total Disbursements, August	\$2,738,044.55

October 11, 2012

Printed on Recycled Paper

**Humboldt Waste Management Authority
Summary Statement of Operations
For the Period Ending August 31, 2012
Actual vs Budget**

	August Actual	YTD Total	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 16.67% of Total Budget
Operations							
Total Revenues	928,162	1,790,733	1,589,497	201,236	112.66%	9,536,979	18.78%
Operational Expense	489,977	845,622	879,804	(34,182)	96.11%	5,278,823	16.02%
Payroll	195,565	285,093	341,200	(56,107)	83.56%	2,047,200	13.93%
Indirect Expense	99,270	199,848	237,197	(37,348)	84.25%	1,423,180	14.04%
Subtotal Expenses	784,813	1,330,564	1,458,201	(127,637)		8,749,203	
Net Operations	143,349	460,169	131,296	328,873		787,776	
Non-Operational Expense	39,293	78,586	84,775	(6,189)	92.70%	508,651	15.45%
Other Revenues & Expenses	(1,354,242)	(3,413,595)	(63,876)	(3,349,719)	5344.12%	(383,254)	890.69%
Net Change in Assets	(1,250,186)	(3,032,012)	(17,355)	(3,014,657)		(104,129)	

**Humboldt Waste Management Authority
Summary Statement of Operations
Year-to-Date for the Period Ending July 31, 2012
by Department**

	YTD Total	Admin	Transfer Station	ERD	HHW	Cummings Landfill	Recycling	Compost Facility	Programs
Operations									
Total Revenues	1,790,733	61,320	1,060,392	189,638	82,248	72,166	156,688	82,951	85,330
Operational Expense	845,622	0	539,673	82,672	82,974	9,518	74,473	50,789	5,524
Payroll	285,093	42,367	76,941	0	22,195	28,828	64,708	1,708	48,346
Indirect Expense	199,848	24,030	55,264	0	19,759	28,443	16,466	3,323	52,564
Subtotal Expenses	1,330,564	66,397	671,878	82,672	124,928	66,789	155,646	55,820	106,434
Net Operations	460,169	(5,076)	388,514	106,965	(42,680)	5,377	1,042	27,131	(21,104)
Non-Operational Expense	78,586	7,834	46,614	0	7,446	3,764	4,806	2,954	5,168
Other Revenues & Expenses	(3,413,595)	5,068	(171,390)	0	0	(3,238,669)	0	0	(8,604)
Net Change in Assets	(3,032,012)	(7,843)	170,511	106,965	(50,126)	(3,237,055)	(3,764)	24,177	(34,877)

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending August 31, 2012
Administration, Transfer Station, Recycling**

	August Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 16.67% of Total Budget
Total Revenues	824,867	1,550,989	1,353,247	197,742	114.61%	8,119,479	19.10%
Direct Expenses	534,283	933,331	1,036,654	(103,323)	90.03%	6,219,923	15.01%
Gross Margin	290,583	617,658	316,593	301,065		1,899,556	
Indirect Expenses	49,731	99,082	107,639	(8,557)	92.05%	645,833	15.34%
Income from Operations	240,852	518,576	208,954	309,622		1,253,723	
Depreciation	31,104	62,208	68,391	(6,183)	90.96%	410,346	15.16%
Other Revenue & Expense	(83,740)	(166,322)	(63,876)	(102,446)	260.38%	(383,254)	43.40%
Net Income (Loss)	126,008	290,046	76,687	213,359		460,123	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending August 31, 2012
Programs Department**

	August Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 16.67% of Total Budget
Total Revenues	65,155	166,554	155,933	10,621	106.81%	935,600	17.80%
Direct Expenses	127,791	159,038	128,933	30,105	123.35%	773,600	20.56%
Gross Margin	(62,636)	7,516	27,000	(19,484)		162,000	
Indirect Expenses	31,453	72,324	74,371	(2,048)	97.25%	446,228	16.21%
Income from Operations	(94,089)	(64,808)	(47,371)	(17,437)		(284,228)	
Depreciation	6,307	12,614	12,321	294	102.38%	73,923	17.06%
Other Revenue & Expense	(4,302)	(8,604)	(8,633)	29	1	(51,800)	0
Net Income (Loss)	(104,698)	(86,026)	(68,325)	(17,701)		(409,951)	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending August 31, 2012
Landfill Includes Trust Funds**

	August Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 16.67% of Total Budget
Total Revenues	38,140	72,166	80,317	(8,150)	89.85%	481,900	14.98%
Direct Expenses	23,468	38,346	55,417	(17,070)	69.20%	332,500	11.53%
Gross Margin	14,672	33,820	24,900	8,920		149,400	
Indirect Expenses	18,086	28,443	55,187	(26,744)	51.54%	331,119	8.59%
Income from Operations	(3,414)	5,377	(30,287)	35,664		(181,719)	
Depreciation	1,882	3,764	4,064	(300)	92.63%	24,382	15.44%
Other Non-Operational Expenses	(1,266,200)	(3,238,669)	(666,667)	(2,572,002)		0	
Net Income (Loss)	(1,271,496)	(3,237,055)	(701,017)	(2,536,039)		(206,101)	



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: October 11, 2012

FROM: Nancy Diamond, Authority Counsel

SUBJECT: Item 5)c.
Appointment of and Employment Contract with Jill Duffy to serve as the Executive Director.

RECOMMENDED ACTION: Voice vote.
Appoint Jill Duffy as the Executive Director and Approve an Employment Agreement, effective November 1, 2012.

DISCUSSION:

After a thorough search, the Board has extended an employment offer to Jill Duffy to serve as its Executive Director effective November 1, 2012, which she has accepted. The employment contract will be distributed in advance of the Board meeting.



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: October 11, 2012

FROM: Jim Test, Special Projects Manager

SUBJECT: Item 5)d.
Receive Update on Cummings Road Landfill Closure Project

RECOMMENDED ACTION: Voice vote.
Receive Update on Cummings Road Landfill Closure Project.

DISCUSSION:

Award of the Contract to Anderson Dragline was approved by the HWMA Board at the May 10, 2012 Meeting. The preconstruction meeting was held at the landfill on May 15, 2012, and the Contractor mobilized to the site on May 21, 2012.

As of October 3, 2012, all of the construction of the Phase 2 closure cap has been completed except for a few small locations of seeding and mulching, and some minor clean-up. The construction office and most equipment have been removed. A small erosion control crew and a couple of the general contractor's clean-up remain. All work is scheduled to conclude by October 12.

The HWMA landfill crew is in the process of reinstalling the leachate and landfill-gas systems and should these systems restarted by the end of the week of October 12, or soon thereafter.

The Construction Quality Assurance (CQA) monitoring company has indicated that they will have the CQA report completed by the end of October for submittal to the North Coast Regional Water Quality Control Board. CalRecycle has released the bulk of the construction funds, and we are preparing a final cost analysis.



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: October 11, 2012

FROM: Patrick Owen, Interim Executive Director

SUBJECT: Item 5)e
Approve Change Order No. 9 for Golder Associates.

RECOMMENDED ACTION: Voice vote.
Approve Change Order No.9 in the amount of \$49,577 for Golder Associates, Inc. to continue groundwater monitoring and reporting, and Authorize the Interim Executive Director to Execute the Contract.

DISCUSSION:

Golder has been under contract to provide water quality monitoring and reporting as the landfill work has been progressing. This Change Order is for \$49,577 and extends through July 2013. The groundwater monitoring is in response to Waste Discharge Requirements (WDR) that have been in place, subject to periodic modification, since 1993. The Cleanup and Abatement Order (CAO) reporting is a result of the winter 2005 slope failure.

ATTACHMENTS:

Change Order #9



CHANGE ORDER # 9

GOLDER ASSOCIATES INC.

Client / Project Name and Site	Client Reference No.	Golder Project No.
Humboldt Waste Management Authority/ Cummings Road Landfill		053-7486-13

CHANGE IN SCOPE OF SERVICES: Extend groundwater monitoring and reporting for third quarter 2012 through second quarter 2013, including CAO reporting for October 2012 through June 2013. Does not incorporate changes in the monitoring program for the draft WDR/MRP. See attached cost estimate.

CHANGE IN AGREEMENT COST (attach detailed calculation sheets):

Increase in Agreement Cost due to this Change Order:

<i>Third quarter 2012 monitoring and reporting</i>	\$ 22,901
<i>First semiannual 2013 monitoring and reporting</i>	\$ 20,124
<i>CAO reporting (October 2012 through June 2013)</i>	\$ 6,552
<i>Total</i>	<u>\$ 49,577</u>

CHANGE IN AGREEMENT TIME:

Original Completion Date:	<u>June 2006</u>
Current Completion Date (as adjusted by previous Change Orders):	<u>June 2012</u>
New Completion Date due to this Change Order:	<u>July 2013</u>

The work covered by this Change Order shall be performed under the same terms and conditions as those included in the original Agreement. All other terms and conditions of said Agreement, as it may have been modified, shall be and remain the same.

The foregoing modification of said Agreement is hereby accepted.

Humboldt Waste Management Authority

GOLDER ASSOCIATES INC.,

By: _____
Authorized Representative

By: Keis H. Johnson
Authorized Representative

Associate/Senior Consultant

Date: _____

Date: 08/10/2012

**GOLDER ASSOCIATES INC.
COST ESTIMATE**

CLIENT: Humboldt Waste Management Authority
PROJECT: 2nd Semi-Annual Monitoring/Reporting, 2012
Cummings Road Landfill

DATE: August 8, 2012
PROPOSAL NO. 0537486

ITEM DESCRIPTION	UNIT	UNIT COST	QUAN- TITY	COST	SUB- TOTAL	TASK TOTAL
SUMMARY:						
Task 1 - Water Quality Monitoring (does not include surface water monitoring)						\$9,233
Task 2 - Report Preparation						\$9,524
Task 3 - Laboratory Analysis						\$4,145
TOTAL for the 2nd Semi-Annual Monitoring/Reporting						\$22,901

Task 1 - Water Quality Monitoring (does not include surface water monitoring)

SCOPE: Measure water levels and sample all site monitoring points according to existing monitoring plan.
Assumes five days on site and accessible roads to all wells.

Professional Services

Technician	hour	\$80	70	\$5,600	
Sr. Consultant	hour	\$170	4	\$680	
Office Service Fee (5%)				\$314	\$6,594

Chargeable Equipment/Consumable Materials

Field Vehicle (4x4)	day	\$85	5	\$425	
Per diem	day	\$120	5	\$600	
Mileage	mile	\$0.50	600	\$300	\$1,325
Per Sampling Location Charge	each	\$30	33	\$990	
Field sample filters	each	\$18	18	\$324	\$1,314

TASK TOTAL **\$9,233**

Task 2 - Report Preparation

SCOPE: Review analytical results and issue a semiannual and annual monitoring report.

Professional Services

Admin	hour	\$60	6	\$360	
Drafter	hour	\$90	4	\$360	
Staff Geologist	hour	\$95	70	\$6,650	
Senior Consultant	hour	\$170	10	\$1,700	
Office Service Fee (5%)				\$454	\$9,524

TASK TOTAL **\$9,524**

Task 3 - Laboratory Analysis

SCOPE: Sample kit delivery, sample transport, analyses, field and lab QA/QC, electronic deliverable, 15-day turnaround
Includes 1 semi-annual sampling event, and EPA8260 for the trip, field, equipment blanks and one full duplicate.

Wells, Springs, and Leachate Composite

EPA 8260, Appendix I	each	\$70	32	\$2,240	
EPA 8260, blanks	each	\$70	3	\$210	
TDS	each	\$10	17	\$170	
Metals (K, Na)	each	\$12	17	\$204	
Ammonia	each	\$30	5	\$150	
Total Kjeldahl Nitrogen	each	\$30	5	\$150	
Metals (As, Ba, Co, Ni, Pb, Zn)	each	\$36	5	\$180	
Chloride	each	\$10	5	\$50	
Sulfide	each	\$25	5	\$125	
Phosphorus	each	\$25	5	\$125	\$3,604
Administrative (15%)					\$541

TASK TOTAL **\$4,145**

TOTAL for the 2nd Semi-Annual Monitoring/Reporting **\$22,901**

**GOLDER ASSOCIATES INC.
COST ESTIMATE**

CLIENT: Humboldt Waste Management Authority
PROJECT: 1st Semi-Annual Monitoring/Reporting, 2013
Cummings Road Landfill

DATE: August 8, 2012
PROPOSAL NO. 0537486

ITEM DESCRIPTION	UNIT	UNIT COST	QUAN- TITY	COST	SUB-TOTAL	TASK TOTAL
SUMMARY:						
Task 1 - Water Quality Monitoring (does not include surface water monitoring)						\$7,829
Task 2 - Report Preparation						\$8,369
Task 3 - Laboratory Analyses						\$3,926
TOTAL for the 1st Semi-Annual Monitoring/Reporting						\$20,124

Task 1 - Water Quality Monitoring (does not include surface water monitoring)

SCOPE: Measure water levels and sample all site monitoring points according to existing monitoring plan. Assumes five (5) days on site with accessible roads to all wells.

Professional Services

Technician	hour	\$80	60	\$4,800	
Sr. Consultant	hour	\$170	4	\$680	
Office Service Fee (5%)				\$274	\$5,754

Chargeable Equipment/Consumable Materials

Field Vehicle (4x4)	day	\$85	5	\$425	
Per diem	day	\$120	5	\$600	
Mileage	mile	\$0.50	600	\$300	\$1,325
Per Sampling Location Charge	each	\$30	19	\$570	
Field sample filters	each	\$18	10	\$180	\$750

TASK TOTAL **\$7,829**

Task 2 - Report Preparation

SCOPE: Review analytical results and issue a semiannual monitoring report.

Professional Services

Admin	hour	\$60	6	\$360	
Drafter	hour	\$90	4	\$360	
Staff Geologist	hour	\$95	62	\$5,890	
Senior Consultant	hour	\$170	8	\$1,360	
Office Service Fee (5%)				\$399	\$8,369

TASK TOTAL **\$8,369**

Task 3 - Laboratory Analyses

SCOPE: Sample kit delivery, sample transport, analyses, field and lab QA/QC, electronic deliverable, 15-day turnaround. Includes 1 semi-annual sampling event, and EPA8260 for the trip, field, equipment blanks and one full duplicate.

Wells, Springs, and Leachate Composite

EPA 8260, Appendix I	each	\$70	19	\$1,330	
EPA 8260, blanks	each	\$70	3	\$210	
TDS	each	\$10	19	\$190	
Metals (K, Na)	each	\$12	19	\$228	
Ammonia	each	\$30	19	\$570	
Calcium	each	\$6	19	\$114	
Bicarbonate/Carbonate Alkalinity	each	\$18	19	\$342	
Chloride	each	\$10	19	\$190	
Sulfate	each	\$10	19	\$190	
COD	each	\$10	5	\$50	\$3,414

Administrative (15%) \$512

TASK TOTAL **\$3,926**

TOTAL for the 1st Semi-Annual Monitoring/Reporting **\$20,124**

**GOLDER ASSOCIATES INC.
COST ESTIMATE**

CLIENT: Humboldt Waste Management Authority
PROJECT: CAO Reporting 2012-2013
Cummings Road Landfill

DATE: August 8, 2012
PROPOSAL NO. 0537486

ITEM DESCRIPTION	UNIT	UNIT COST	QUAN- TITY	COST	SUB- TOTAL	TASK TOTAL
SUMMARY:						
Task 4 - CAO Report Preparation					\$819	\$6,552
October 2012 through June 2013 TOTAL						\$6,552

Task 4 - CAO Report Preparation

SCOPE: Review analytical results issue monthly CAO report (October 2012 through June 2013).

Professional Services

Admin	hour	\$60	1	\$60		
Project Geologist	hour	\$95	4	\$380		
Senior Consultant	hour	\$170	2	\$340		
Office Service Fee (5%)						\$39

MONTHLY TASK TOTAL					\$819	
October 2012 through June 2013 TOTAL						\$6,552



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**

Staff Report

DATE: October 11, 2012

FROM: Karen Sherman, Senior Programs Analyst

SUBJECT: Item 6) Select Appointees to Planning Advisory Committee (PAC)

RECOMMENDED ACTION: Voice vote.

Select Appointees to Planning Advisory Committee (PAC)

DISCUSSION:

At HWMA's September 13, 2012 Board meeting, HWMA's Strategic Planning consultant, R3, introduced suggestions for the Planning Advisory Committee's (PAC) role and selection process. The PAC will serve as a technical advisory group, acting as a sounding board for R3's Strategic Planning recommendations by reviewing their draft documents. R3 will facilitate PAC meetings with assistance from HWMA and member agency staff.

On September 13, Board members chose R3's recommendation that each Board member choose two (2) appointees for a total of a 12 member PAC. Board members voiced support of R3's suggestion to balance this working group's representation across multiple sectors of the community, including those from solid waste and waste reduction industries, rate payers, environmental groups, businesses and others. The Board agreed to bring a list of 3-5 names each to the October Board meeting and reach consensus on a balanced committee of community members.

R3 and staff recommend focusing attendance at the four PAC meetings on those who have been appointed to the PAC, along with HWMA and member agency staff. Members of the public will have an opportunity to learn about HWMA's role in materials management and give feedback on its services and plans during stakeholder meetings. These stakeholder meetings include three General Public Workshops scheduled to be held at different locations around the County in mid-November.

The first PAC meeting, scheduled for Tuesday, October 30, 2012, will be to provide PAC representatives background materials on general solid waste/materials management issues and HWMA's strategic planning process.

On Monday, October 29, 2012, the evening prior to the first PAC meeting, the HWMA Board will hold a special meeting/study session on HWMA's Strategic Plan. As with the August 2012 study session held by the Board, this meeting will include a presentation by R3, followed by boardmember discussion on the strategic plan. Additional details on the October 29 Board study session will be available at tonight's meeting.



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**
Staff Report

DATE: October 11, 2012

FROM: Patrick Owen, Interim Executive Director

SUBJECT: Item 7) Receive Presentation by SCRAP Humboldt

RECOMMENDED ACTION:
Receive Presentation by SCRAP Humboldt.
For Information Only

DISCUSSION:

Staff has invited Tibora Girczyc-Blum, Director of SCRAP Humboldt, to make a presentation tonight on this recently formed non-profit organization.

The following statement from Ms. Girczyc-Blum gives some background on SCRAP Humboldt:

“Humboldt County has joined Washington, DC, Denton, TX, and Traverse City, MI, as part of Portland’s creative reuse network, SCRAP (School and Community Reuse Action Project).(<http://scrappdx.org/>). Arcata’s current creative reuse organization, Odds & Ends (<http://scraphumboldt.wordpress.com>) is honored to join the SCRAP family by becoming SCRAP Humboldt. SCRAP is a 501(c)3 nonprofit organization whose mission is to inspire creative reuse and environmentally sustainable behavior by providing educational programs and affordable materials to the community. SCRAP USA developed to support additional communities with a working creative reuse center model. Humboldt County’s Odds & Ends is a collaborative that exemplifies the values of SCRAP and the merging of creative entities brings our community to a new height of grassroots collaboration. SCRAP Humboldt’s debut kicks off with a materials exchange event partnering with the City of Arcata and Humboldt State University’s Waste Reduction Resource & Awareness Program on October 5 & 6 and a pop-up storefront in November.”

www.scraphumboldt.org



**HUMBOLDT WASTE
MANAGEMENT AUTHORITY**
Staff Report

DATE: October 11, 2012

FROM: Patrick Owen, Interim Executive Director

SUBJECT: Item 8)
Executive Director's Report

RECOMMENDED ACTION:
For Information Only

- The October 13 Blue Lake Household Hazardous Waste event will be the last HWMA mobile event for calendar year 2012 as we get ready for the rainy season. Monthly (first Saturdays of the month, from 9am to 2pm) household hazardous waste collection events will be continue to be held at the HWMA Permanent Household Hazardous Waste facility (aka the "Red Shed") at Hawthorne Street throughout the fall and winter.
- Staff will be attending the October 18th meeting of the Environmental Services Joint Powers Authority (ESJPA) in Sacramento. This organization has been involved with the carpet stewardship bill implementation for rural California counties, including Humboldt County, and staff has interest in possible membership for HWMA in the ESJPA.
- The Eel River Power LLC biomass power plant in Scotia recently announced that it is suspending operations, with a possible re-start in Summer 2013. In addition to the loss of local jobs and the impact on the local economy, the closure of the Scotia power plant impacts the ability of local jurisdictions and residents to divert "urban" greenwaste from the landfill.

The Blue Lake Power biomass plant is also now restricting deliveries of urban greenwaste. HWMA staff have been in contact with North Coast Regional Water Quality Control Board staff, as local biomass plants have recently been directed to test their ash (both the bottom ash and fly ash) for dioxins and other potential contaminants. While dioxins may be created as a result of wood combustion at conventional power plants, contaminants (e.g., plastics) that may be found in urban woodwaste may foster dioxin creation when burned. Should test results indicate unacceptable levels of contamination (or contaminant leachability) in the ash, the biomass plants may no longer be able to landspread their ash on local soils – which could affect the financial viability of the local biomass plants and local jurisdictions' compliance with the waste diversion requirements of AB 939. In addition, the impacts of local biomass plants not accepting urban greenwaste (including deliveries from Mendocino County) on HWMA's Mad River Compost operation and on Cold Creek Compost in Ukiah are unclear. (Cold Creek Compost has been receiving ash from the Scotia power plant as a feedstock for its compost.)

Pacific Recycling Solutions (PRS) of Ukiah, in partnership with Solid Wastes of Willits (SWOW), has a multi-year contract with the Scotia power plant to deliver loads of Mendocino County-generated greenwaste/woodwaste. These deliveries (and sales) of greenwaste/woodwaste from Mendocino County have helped to cover the cost of backhauling

local curbside recyclables from Hawthorne Street to the two material recovery facilities (MRFs) in Willits and Ukiah. (HWMA is now in the second year of a five-year contract with SWOW, to process HWMA member agencies' curbside recyclables.) Jerry Ward of SWOW reported to me last week that PRS has made some deliveries of Mendocino greenwaste to Blue Lake Power, to test the viability of using the same truck/trailers that were going to the Scotia plant, to backhaul Humboldt recyclables to the Ukiah MRF. More information on the local greenwaste situation may be available at meeting time.

- HWMA staff assisted members of Zero Waste Humboldt in arranging for collection of food waste and food-soiled paper that was generated at last month's North Country Fair on the Arcata Plaza. The (very clean) collected organic waste was successfully received at the Hawthorne Street Transfer Station, and later transferred to Cold Creek Compost in Ukiah. Staff want to thank ZWH for their hard work on making this collection effort such a great success, and hopefully, this effort can be duplicated at future large festivals and fairs in Humboldt County.
- Our waste carpet collection program (through Carpet America Recovery Effort, aka "CARE") at Hawthorne Street continues to be very successful, averaging 20 tons per month of carpet diverted from the landfill, with the full carpet trailers being sent to a Sacramento-area carpet recycler for fiber (e.g. Nylon) recovery, at no cost to HWMA.
- Staff continue to work on development of a draft contract with PaintCare, the non-profit organization set up to manage California's paint stewardship program. A remaining roadblock to contract development has been PaintCare's insistence that its partners assume liability for final disposition of the recycled or disposed oil- and latex-based architectural paints that PaintCare receives.
- Delivery of the repaired Harris baler rams/cylinders will occur this week, with resumption of baling operations at the Hawthorne Street Transfer Station anticipated the week of October 15th.
- By the end of last week, HWMA staff had successfully recruited 14 "early adopters" for our federal EPA grant-funded pilot food waste collection program. The goal of the pilot program is to get up to 50 early adopters in Eureka participating for one year. Collection from Old Town Eureka-area restaurants began on Monday, October 1, using 96-gallon totes provided by Recology. Humboldt State University continues to deliver food waste to Hawthorne Street, as it continues its second year of organic waste diversion on campus.
- The mandatory "net" meeting for potential proposers on HWMA's RFP for an Anaerobic Digestion system was held two weeks ago, with 41 firms registered for the internet presentation by HDR and HWMA staff. Optional visits to the proposed facility site (on the "Crowley property" next to the City of Eureka's Elk River Wastewater Treatment Plant) are being held over the next two weeks for interested firms.
- CalRecycle has announced its intent to run another cycle of its waste tire grant program; HWMA staff will be presenting a grant proposal to the Board sometime in early 2013.
- Staff recently met with staff of the North Coast Unified Air Quality Management District, to discuss asbestos regulations, with an eye toward developing a simplified acceptance policy for non-friable asbestos-containing materials at the Hawthorne Street Transfer Station. If we are

successful, HWMA may be able to lower the overall disposal cost of non-friable asbestos for local contractors and do-it-yourselfers, compared to the status quo.

- Staff are exploring the concept of offering clean-up services of illegal meth labs to HWMA member agencies. The City of Eureka recently had to absorb the cost of cleaning up a meth lab, as the state Department of Justice has discontinued paying for the services of Haz-Mat contractors to do this type of work. While HWMA does have many of the required permits for the handling, transportation and storage of the chemicals commonly used in the production of meth, the legal and insurance liability restrictions related to such a potential activity need to be clearly identified before presenting such a concept to the HWMA Board.