

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
Regular Meeting – July 2, 2009**

**Del Mar City Hall Annex
1050 Camino Del Mar
Del Mar, CA**

BOARD MEMBERS IN ATTENDANCE:

**Deputy Mayor Richard Earnest, City of Del Mar
Mayor Maggie Houlihan, City of Encinitas – RSWA Treasurer
Mayor Ron Morrison, City of National City - RSWA Chairman
Councilwoman Betty Rexford, City of Poway
Mayor Mike Nichols, City of Solana Beach – RSWA Vice-Chairman
Mayor Pro Tem Frank Lopez, City of Vista - RSWA Secretary**

STAFF RESOURCES IN ATTENDANCE:

**Tom Nixon, RSWA Counsel
Lin Wurbs, RSWA General Manager**

**1. CALL TO ORDER, CONNECT WITH TELECONFERENCE LOCATION
AND PLEDGE OF ALLEGIANCE**

Vice-Chairman & Treasurer Ron Morrison called the Regional Solid Waste Association to order at 9:10 a.m. Acting Chairman Morrison reported that all Board Members were present at the Board Meeting with the exception of Councilwoman Marie Waldron, who advised of her absence in advance and requested an excused absence.

Acting Chairman Morrison also reported that there was not a need to have the teleconference location since Ms. Houlihan was able to attend the meeting.

Acting Chairman Morrison then asked the Board to stand for the Pledge of Allegiance. Acting Chairman Morrison asked the Board to continue to stand and share a moment of silence for Chairman and Mayor Mickey Cafagna who passed away in April 2009.

2. SWEARING-IN OF NEW BOARD MEMBER – ACTION ITEM

Councilwoman Betty Rexford from the City of Poway was sworn in as a RSWA Board Member by General Counsel Tom Nixon.

3. **APPROVAL OF ASSOCIATION MEETING MINUTES OF ARIL 2, 2009 - ACTION ITEM**

This item was scheduled for approval of the April 2, 2009 Minutes.

MOTION WAS MADE TO APPROVE THE MINUTES OF APRIL 2, 2009. (Motion by Board Member Houlihan, City of Encinitas / Second by Board Secretary Frank Lopez, City of Vista).

Motion passed unanimously, with Member Rexford abstaining from the vote.

4. **ELECTION OF OFFICERS - ACTION ITEM**

This item was scheduled for the election of officers.

MOTION WAS MADE TO ELECT RON MORRISON THE CHAIRMAN. (Motion by Board Secretary Lopez, City of Vista / Second by Board Member Houlihan, City of Encinitas). Motion passed unanimously.

Acting Chairman Morrison suggested Mayor Mike Nichols as Vice Chair, Mayor Maggie Houlihan as Treasurer and Frank Lopez as Board Secretary.

MOTION WAS MADE TO ELECT MIKE NICHOLS VICE-CHAIR, MAGGIE HOULIHAN TREASURER AND FRANK LOPEZ THE SECRETARY. (Motion by Board Member Betty Rexford, City of Poway / Second by Board Member Richard Earnest, City of Del Mar).

Motion passed unanimously.

5. **FINANCE AND BUDGET – INFORMATION & ACTION ITEMS**

A. **RSWA Investment Report – Information Item**

General Manager Wurbs asked for the opportunity to introduce new staff members from two of the cities. Ms. Wurbs introduced Leah Browder the new Public Works Director for the City of Poway. Additionally, Member Nichols also introduced Denise Olaguer who is now working on environmental matters for the City of Solana Beach.

Ms. Wurbs then reviewed the investment report projected for the fourth quarter of the fiscal year.

MOTION WAS MADE TO ACCEPT AND FILE THE INVESTMENT REPORT FOR THE FOURTH QUARTER OF FY 2008/2009 (Motion by Board Treasurer Maggie Houlihan, City of Encinitas / Second by Board Member Richard Earnest, City of Del Mar).

Motion passed unanimously.

B. Review Budget and Expenditure Status for Fourth Quarter Fiscal Year 2008/2009 - Information Item

General Manager Wurbs reviewed the estimated budget and expenditure status report for fourth quarter of FY 2008/09, estimated for June 30, 2009. It was noted by Ms. Wurbs that since the meeting was so close to the end of the fiscal year, this report is estimated and the final report for the fiscal year will be provided at the October Board meeting.

MOTION WAS MADE TO ACCEPT AND FILE THE BUDGET AND EXPENDITURE REPORT ESTIMATED FOR THE FOURTH QUARTER OF FY 2008/2009. (Motion by Board Member Betty Rexford, City of Poway / Second by Board Member Richard Earnest, City of Del Mar).

Motion passed unanimously.

C. Review and Approve FY 2009/2010 and FY 2010/2011 Budget and Extension to GM Wurbs Contract – Action Items

1. The Budget Subcommittee composed of then Vice Chairman / Treasurer Morrison, Secretary Lopez and Board Member Earnest requested that General Manager Wurbs report on the budget deliberations. Ms. Wurbs presented the FY 2009/2010 and FY 2010/2011 Budgets.

The Board discussed the line item for special events/special programs and in particular what could be done at the local level with regard to pharmaceutical disposal. Member Houlihan suggested that after looking at the Subcommittee's recommendation that we come up with a program to publicize disposal of pharmaceuticals, fluorescent bulbs and batteries as a combined program. Member Nichols suggested that we advise Metropolitan Water District of Southern California of our position with regard to pharmaceutical disposal.

Board Member Earnest suggested that we think about some kind of contest in the schools to see what children think of how to deal with the pharmaceutical program. Board Member Houlihan also suggested that it might be useful to do a literature search through the university system and Scripps to see what research is already being accomplished.

MOTION WAS MADE TO APPROVE THE BUDGETS FOR FY 2009/2010 AND FY 2010/2011. (Motion by Board Treasurer Maggie Houlihan, City of Encinitas / Second by Board Member Betty Rexford, City of Poway.)

Motion passed unanimously.

- C.2. The Budget Subcommittee recommended an extension of three years to General Manager Wurbs contract and asked legal counsel to prepare an amendment to the contract for Board consideration and approval. Chairman Morrison requested that General Counsel Nixon provide an overview of the amendment. Mr. Nixon highlighted that the amendment if adopted would extend the agreement with Ms. Wurbs to June 30, 2013, that there is no monetary change in the proposed amendment and that either party could terminate the agreement with 60 days notice.

MOTION WAS MADE TO APPROVE AMENDMENT NO. 1 TO THE CONSULTANT SERVICES AGREEMENT WITH GENERAL MANAGER WURBS. (Motion by Board Secretary Frank Lopez, City of Vista / Second by Vice Chairman Mike Nichols, City of Solana Beach.)

Motion passed unanimously.

6. **HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES – INFORMATION ITEM**

General Manager Wurbs and Bill Wilson of the City of Encinitas provided a status report on the level of participation in HHW services by each jurisdiction.

Board Treasurer Houlihan suggested that each city send out a press release or contact the press to publicize the HHW program.

Ms. Wurbs then also reported that RSWA is in its fifth year of the contract with Clean Harbors, which is a contract through EDCO. Several of the cities had noted billing anomalies and Mr. Ritchie took the lead in working with Clean Harbors to find a successful solution which will be a credit to each city over the next year. Ms. Wurbs, who was invited to be at the negotiations table as well, noted that Mr. Ritchie did a great job in finding a resolution to the issue.

7. **ADMINISTRATIVE MATTERS - ACTION ITEMS**

A. **Update on Website Design – Information Item**

Board Member Mike Nichols and Board Member Maggie Houlihan asked that General Manager Wurbs provide an update on the website design effort. Ms. Wurbs reported that the website had been “launched” at midnight on July 1st and that the two ways to find the website are: www.RSWA.info; or www.RegionalSolidWasteAssociation.com

Ms. Wurbs thanked the staff from all the cities for their assistance in finding ways to improve the website and helping to make corrections. Ms. Wurbs also thanked the two Board Members -- Mayor Houlihan and Mayor Nichols for their continued support and assistance in putting together a fabulous website design and structure.

Ms. Houlihan suggested that General Manager Wurbs put together a press release to send out on the website launch.

B. Review Future Meeting Schedule

October 1, 2009

January 7, 2010

April 1, 2010

July 1, 2010

October 7, 2010

C. Report by Board Member and RSWA Staff on Waste Expo - 2009

This item was scheduled to provide an opportunity for Secretary Lopez and General Manager Wurbs to report on the 2009 WASTE EXPO. Mr. Lopez reported on the educational aspects of the conference especially in regard to processing e-waste and Styrofoam. Ms. Wurbs reported that the conference has become internationally oriented and that it was very beneficial seeing the environmental efforts worldwide in the solid waste industry.

D. Approval of Board Members and Staff Attendance and Conference Expenses at Meetings – Action Item

1. Wastecon Annual Conference – Long Beach, CA

In discussion of this item, it was suggested that General Manager Wurbs put together a list of the organizations that could be approved as a list of accepted conferences and then only add those that were not already on the accepted list. It was suggested that this could be done on an annual basis as part of the budget adoption and in the interim a list put together that that Board could approve for FY 2009/10 and brought back at a future meeting.

MOTION WAS MADE TO APPROVE BOARD MEMBER AND STAFF ATTENDANCE AT THE ANNUAL WASTECON CONFERENCE IN LONG BEACH, CA.
(Motion by Board Member Betty Rexford, City of Poway / Second by Board Member Maggie Houlihan, City of Encinitas).

Motion passed unanimously.

8. ORAL COMMUNICATIONS (Including teleconference location)

There were no speakers and the teleconference location was not used.

9. **COMMENTS FROM ASSOCIATION MEMBERS, GENERAL COUNSEL
AND GENERAL MANAGER**

Board Member Earnest reported that the City of Del Mar is working very closely with Coast Waste in the area of recycling to ensure that the contract is being enforced to make sure that at special events recycling is done.

10. **ADJOURNMENT**

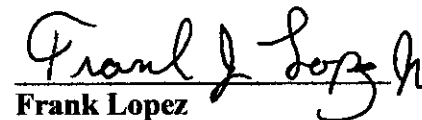
The meeting was adjourned at 10:18 a.m.

Respectfully Submitted:



Lin Wurbs
General Manager

Approved:



Frank Lopez
RSWA Secretary