

**MINUTES  
REGIONAL SOLID WASTE ASSOCIATION  
REGULAR MEETING**

**April 3, 2014  
9:00 a.m.**

**Solana Beach City Hall  
635 South Highway 101  
Solana Beach, CA**

**BOARD MEMBERS IN ATTENDANCE:**

**Council Member Terry Sinnott, City of Del Mar – RSWA Treasurer  
Council Member Mark Muir, City of Encinitas  
Council Member Michael Morasco, City of Escondido  
Mayor Ron Morrison, City of National City – RSWA Chairperson  
Council Member Mike Nichols, City of Solana Beach – RSWA Vice Chairperson  
Council Member John Mullin, City of Poway  
Council Member Dave Cowles, City of Vista – RSWA Board Secretary**

**STAFF RESOURCES IN ATTENDANCE:**

**Thomas F. Nixon, General Manager/General Counsel  
Dale Nielsen, Finance Manager/Treasurer – City of Vista**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairperson Morrison called the meeting to order at 9:22 a.m. and asked General Manager Nixon to call the roll of the Board. All members were present

Chairperson Morrison led the Board in the Pledge of Allegiance.

**2. SWEARING-IN OF NEW BOARD MEMBER(S) - ACTION ITEM**

There were no new Board members to be sworn-in.

**3. ORAL COMMUNICATIONS**

This item was scheduled to provide an opportunity for public testimony on matters within the jurisdiction of the Association.

There were no oral communications presented.

4. **REVIEW ASSOCIATION MEETING MINUTES OF JANUARY 9, 2014 - RECEIVE AND FILE**

This item was scheduled for the Board to review and receive and file the Regular Board Meeting Minutes of January 9, 2014.

**MOTION WAS MADE TO RECEIVE AND FILE THE MINUTES OF JANUARY 9, 2014.** (Motion by Board Member Mullin, City of Poway / Second by Board Member Muir, City of Encinitas.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes: Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott**  
**Nays:**  
**Abstain:**  
**Absent:**

5. **ELECTION OF OFFICERS – ACTION ITEM**

This item was scheduled for the election of officers. The last Election of Officers was held at the May 2013 Board meeting.

**MOTION WAS MADE TO REAPPOINT THE EXISTING OFFICERS AS FOLLOWS: RON MORRISON – CHAIRPERSON; MIKE NICHOLS – VICE CHAIRPERSON; TERRY SINNOTT –TREASURER; AND DAVE COWLES – SECRETARY.** (Motion by Board Member Muir, City of Encinitas / Second by Board Member Mullin, City of Poway.) The motion was approved by a vote of 7 ayes, 0 nays.

**Ayes: Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott**  
**Nays:**  
**Abstain:**  
**Absent:**

6. **SOLID WASTE DISPOSAL CONTRACT RATE ADJUSTMENT – INFORMATION ITEM**

General Manager Nixon provided an overview of the formula in the agreement with EDCO for the annual disposal rate adjustment and reviewed the 1.08% solid waste disposal rate adjustment to FY 2014/2015.

This item was an information item only. No vote was taken.

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

**A. RSWA Investment Report for the Third Quarter of Fiscal Year 2013/2014 – Information Item (Receive and File)**

Treasurer Sinnott, General Manager Nixon and Fiduciary Agent Dale Nielsen of the City of Vista reviewed the investment report as of March 21, 2014. General Manager Nixon highlighted a chart identifying the investments in the City of Vista's investment portfolio, specifically the investment in negotiable certificates of deposit as that investment is related to the change in the RSWA investment policy in Item 7.D. on the agenda.

The recommendation was to receive and file the investment report.

**MOTION WAS MADE TO RECEIVE AND FILE THE INVESTMENT REPORT.** (Motion by Board Secretary Cowles, City of Vista / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**B. Review Budget and Expenditure Status for the Third Quarter of Fiscal Year 2013/2014 – Information Item (Receive and File)**

Treasurer Sinnott, General Manager Nixon and Fiduciary Agent Dale Nielson of the City of Vista reviewed the third quarter budget and expenditure status as of March 21, 2014.

General Manager Nixon stated that there had been a glitch in PSC Environmental Services' system in switching payments for the non-member HHW invoices from Lin Wurbs to the City of Vista. He stated that Cherri Taylor of PSC had informed him that the glitch had been corrected and a check had been issued for the payments for the first two quarters in the amount of \$15,751.50.

General Manager Nixon stated that the cost of the tank cleaning in agenda item 8.A. is an unbudgeted item of just under \$5,000. Even with that, he expected that RSWA will be at or under budget for the year. Treasurer Sinnott asked from where in the budget would the money come for the tank cleaning. General Manager Nixon responded that it appeared that the money in the travel budget would likely be available to cover the majority of the cost. Chairperson Morrison commented that there would likely also be some money available in the stipends

budget.

The recommendation was to receive and file the budget and expenditure status reports.

**MOTION WAS MADE TO RECEIVE AND FILE THE BUDGET AND EXPENDITURE STATUS REPORTS.** (Motion by Board Member Mullin, City of Poway / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**C. Review FY 2014/2015 and FY 2015/2016 Budget Process – Possible action**

General Manager Nixon reviewed the past practice of annually appointing a budget subcommittee. He stated that the budget subcommittee for the past year was Chairperson Morrison, Treasurer Sinnott and Board Member Mullin. General Manager Nixon noted that last year Board Member Mullin had recommended and the Board had directed that the 2014 budget subcommittee address the issue of RSWA reserves.

**MOTION WAS MADE TO REAPPOINT THE EXISTING BUDGET SUBCOMMITTEE OF CHAIRPERSON MORRISON, TREASURER SINNOTT AND BOARD MEMBER MULLIN.** (Motion by Board Member Muir, City of Encinitas / Second by Board Secretary Cowles, City of Vista.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**D. Review the Modified RSWA Investment Policy and Adopt Resolution No. 2014-01 Approving the Policy – Action Item**

General Manager Nixon presented the proposed amended Investment Policy to the Board, commenting that the proposed change to allow investments in negotiable certificates of deposit was necessary to keep the RSWA policy in conformance with changes made in December 2013 to the City of Vista's Investment Policy. In response to questions by the Board, Fiduciary Agent Dale Nielsen provided background information regarding the reasons for changing the policy.

**MOTION WAS MADE TO ADOPT RESOLUTION NO. 2014-01 APPROVING THE MODIFIED RSWA INVESTMENT POLICY.** (Motion by

Board Member Muir, City of Encinitas / Second by Board Secretary Cowles, City of Vista.) Motion was approved by a roll call vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**E. Amendment to Consulting Agreement for Transition Assistance Services – Action Item**

General Manager Nixon discussed the background on the agreement with Lin Wurbs and recommended that the Board amend the agreement to provide for on-call services from Lin Wurbs on an as-needed basis. Board Member Morasco inquired whether there would be a cap on amounts in the amended agreement. After discussion of the issue, the Board concluded that if in any month the services amount would exceed the prior retainer of \$1,200 per month, services above that amount would require concurrence of RSWA officers.

**MOTION WAS MADE TO APPROVE THE AMENDMENT TO THE AGREEMENT WITH LIN WURBS WITH THE ADDITION THAT IF IN ANY MONTH THE SERVICES AMOUNT WOULD EXCEED THE PRIOR RETAINER OF \$1,200 PER MONTH, SERVICES ABOVE THAT AMOUNT WOULD REQUIRE CONCURRENCE OF RSWA OFFICERS AND TO AUTHORIZE THE CHAIRPERSON TO SIGN THE AGREEMENT ON BEHALF OF RSWA.** (Motion by Board Secretary Cowles, City of Vista / Second by Board Member Muir, City of Encinitas) Motion was approved by a roll call vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**8. HOUSEHOLD HAZARDOUS WASTE (HHW) ISSUES – INFORMATION AND POSSIBLE ACTION**

**A. Approval of Cleaning Used Oil Tank at HHW Facility in the City of Vista – Action Item**

General Manager Nixon discussed that the County inspector had directed that an old used oil storage tank at the Vista HHW facility that is no longer in service be cleaned or removed from the site. PSC submitted a cost proposal for cleaning of the tank. Cherri Taylor of PSC provided information on the condition of the oil storage tank. Jeff Ritchie of EDCO Disposal Corporation stated that after the tank was cleaned, EDCO would remove the tank and dispose of it as scrap.

**MOTION WAS MADE TO APPROVE THE CLEANING OF USED OIL TANK AT HHW FACILITY IN THE CITY OF VISTA PURSUANT TO THE PSC COST ESTIMATE AND AUTHORIZE REMOVAL OF THE TANK BY EDCO.** (Motion by Board Member Muir, City of Encinitas / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**B. Overview of Proposed Pharmaceutical Waste Collection Disposal Act (Senate Bill 1014) and Other Recycling Initiatives – Possible Action**

General Manager Nixon introduced a discussion of Senate Bill 1014 which proposes a statewide extended producer responsibility program for unused pharmaceutical medications. The Board discussed RSWA's prior history of supporting a pharmacy-based drug take-back program. The Board discussed submitting letters to local state legislators supporting Senate Bill 1014 with an emphasis on the need for the program to be pharmacy based, not public agency based.

General Manager Nixon noted that a National Prescription Drug Take-Back Day providing for the ability to dispose of unused prescription drugs would be held on April 26, 2014 from 10:00 a.m. to 2:00 p.m.

General Manager Nixon also identified as a significant issue for the future the State of California's 75% recycling initiative which sets a goal that by 2020 not less than 75% of solid waste generated be source-reduced, recycled or composted.

**MOTION WAS MADE TO AUTHORIZE THE CHAIRPERSON TO SEND A LETTER OF SUPPORT ON BEHALF OF RSWA FOR SENATE BILL 1014, WITH AN EMPHASIS IN THE LETTER ON THE NEED FOR THE PROGRAM TO BE PHARMACY BASED, NOT PUBLIC AGENCY BASED.**

(Motion by Board Secretary Cowles, City of Vista / Second by Vice Chairperson Nichols, City of Solana Beach.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes:** Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott

**Nays:**

**Abstain:**

**Absent:**

**C. HHW Participation Reports – Information Item**

Bill Wilson of the City of Encinitas updated the Board on the status of the HHW participation reports.

Cherri Taylor of PSC reported that Paintcare program is operating smoothly.

Vice Chairperson Nichols inquired whether there was a method to determine whether stickers placed on solid waste containers in Solana beach and Del Mar have had an effect on diversion of household hazardous waste from the wastestream. Jeff Ritchie noted that a benchmark date for application of the stickers was needed to begin any assessment of the effectiveness of the stickers. The Board discussed seeing if it could be determined through the Form 303 reports, increased calls for HHW have pickups or other means whether the stickers have had an impact.

9. **ADMINISTRATIVE MATTERS – POSSIBLE ACTION ITEMS**

**A. Review Future Meeting Schedule – Possible Action Item**

The Board discussed moving the meeting scheduled on January 1, 2015 to January 8, 2015.

**MOTION WAS MADE TO MOVE THE JANUARY 2015 BOARD MEETING FROM JANUARY 1, 2015 TO JANUARY 8, 2015.** (Motion by Board Member Morasco, City of Escondido / Second by Board Member Mullin, City of Poway.) Motion was approved by a vote of 7 ayes, 0 nays.

**Ayes: Cowles, Morasco, Morrison, Muir, Mullin, Nichols, Sinnott**

**Nays:**

**Abstain:**

**Absent:**

It was noted that Board Member Muir of the City of Encinitas would be on vacation for the July 10, 2014 Board meeting.

**B. Reports by Board Members and/or RSWA Staff Regarding Conferences Attended – Information Item**

This item was scheduled to provide an opportunity for Board Members or RSWA staff to report on conferences attended. No conferences were attended since the last Board meeting.

**C. Update on Potential Environmental Conference Attendance – Information Item**

General Manager Nixon reported that neither the North American Hazardous Waste Materials Association or the Global Waste Management Symposium had made conference materials available.

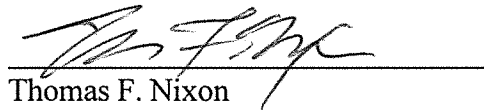
10. **COMMENTS FROM ASSOCIATION MEMBERS AND GENERAL MANAGER**

There were no comments offered by Board Members.

11. **ADJOURNMENT**

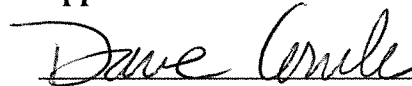
The Chairperson adjourned the meeting at 10:40 a.m. to the meeting of July 10, 2014 at 9:00 a.m. at the Fletcher Cove Community Center, 133 Pacific Avenue, Solana Beach, CA.

**Respectfully Submitted:**



Thomas F. Nixon  
General Manager

**Approved:**



Dave Cowles  
RSWA Board Secretary