

APPROVED May 08, 2019

**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY
BOARD MEETING**

MINUTES OF APRIL 10, 2019

1. **CALL TO ORDER:** Jeff Lee, President 1:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Board Member Aaron Gomez
3. **ROLL CALL**

Board Members Present:

Debbie Arnold, San Luis Obispo County Supervisor
Sheila Blake, City of Pismo Beach
Charles Bourbeau, City of Atascadero
Robert Enns, Vice President, Authorized Districts
Bruce Gibson, San Luis Obispo County Supervisor
Aaron Gomez, City of San Luis Obispo
John Hamon, City of Paso Robles
Jeff Heller, City of Morro Bay
Adam Hill, San Luis Obispo County Supervisor
John Peschong, San Luis Obispo County Supervisor
Jeff Lee, President, City of Grover Beach

Board Members Absent:

Lynn Compton, San Luis Obispo County Supervisor
Keith Storton, City of Arroyo Grande

Staff Members Present:

Mike Giancola, Interim Manager
Patti Toews, IWMA Program Director
Jeffrey Minnery, IWMA Counsel
Jennifer Blackburn, Interim Board Secretary
Cindy Couzzi, Operations Support Specialist

4. **PUBLIC COMMENT**

None.

CLOSED SESSION: 1:33 pm to 2:11 pm

5. **Pursuant to Government Code §54957(b)(1) – Public Employment:** discuss appointment of IWMA Manager.

RESULTS OF CLOSED SESSION Pursuant to Government Code §54957(b)(1) – Public Employment:

The Board voted unanimously in closed session to appoint Brooks Stayer as the Manager subject to an agreement in open session on his compensation package, including fringe benefits.

6. **Pursuant to Government Code section §54956.9(d)(4) – Discussion with legal counsel regarding initiation of litigation.**

RESULTS OF CLOSED SESSION Pursuant to Government Code section §54956.9(d)(4): No reportable action.

MANAGER’S REPORT

7. **Manager’s Report - Oral report by Mike Giancola, Interim Manager**
 - Reserves
 - Board Inquires
 - Budget to Actual Expense Report
 - Credit Card Expense Report
 - IWMA Contractual Obligations
 - Fixed Asset Report

Mike Giancola asked if the Board had any questions. They had none and there was no public comment.

CONSENT CALENDAR

8. **Draft Minutes of the February 27, 2019 Executive Committee Meeting**
Recommend receive and file minutes of the February 27, 2019 Executive Committee Meeting.
9. **Draft Minutes of the March 6, 2019 Special Executive Committee Meeting**
Recommend receive and file the minutes of the March 6, 2019 Special Executive Committee Meeting.

10. Draft Minutes of the March 13, 2019 IWMA Board Meeting

Recommend approving the minutes of the March 13, 2019 IWMA Board Meeting.

Board Member Arnold made a motion to receive and file Consent Calendar items 8 through 10. Seconded by Board Member Enns. Motion carried by unanimous voice vote.

AYES: Arnold, Blake, Bourbeau, Enns, Gibson, Gomez, Hamon, Heller, Hill, Lee, and Peschong
NOES: None
ABSTAIN: None
ABSENT: Compton and Storton

REGULAR CALENDAR

11. Discuss Contracts with San Luis Obispo County IT, HR, and Auditor/Controller

Update Board on contracts with San Luis Obispo County IT, HR, and the Auditor/Controller.

Interim Manager discussed that the long-standing Auditor/Controller contract has been “beefed up” to give Board members the necessary internal audit control. Mr. Hamilton and his staff have been very helpful. The IWMA will not be contracting with Purchasing given that we only have a couple of contracts. The IWMA has policies in place that will ensure that going forward, we follow County purchasing methods. The IWMA will be signing two contracts with HR. One is an on-going service agreement and the other short-term contract that will ensure that the IWMA is in compliance with all local, state, and federal HR regulations. The IT service agreement has one-time costs and on-going costs. These agreements will allow the IWMA to network our PCs, increase security, and have the ability to retrieve emails for public records requests.

Board Member Hamon made a motion to move ahead with HR, IT, and Auditor/Controller contracts and give the IWMA Board President the authority to sign said contracts and make non-substantive changes. Seconded by Board Member Peschong. Motion carried by voice vote unanimously.

AYES: Arnold, Blake, Bourbeau, Enns, Gibson, Gomez, Hamon, Heller, Hill, Lee, and Peschong
NOES: None
ABSTAIN: None
ABSENT: Compton and Storton

Taken Out of Order Per Board President’s Request

14. Public Employment Contract

Overview of compensation negotiated between Mr. Stayer, Counsel and Executive Committee was giving by Counsel.

- Contract Term - Three-year beginning July 1, 2019 and ending July 1, 2022.
- Salary - \$153,000 this is \$3,000 more than advertised highest salary
- Retirement - contribution is 18%
- Auto allowance – Mr. Stayer has a choice of a \$450 reimbursement for an electric vehicle or \$350 per month if he uses his own vehicle.
- Relocation allowance of \$5,000 for moving expenses, which may be up to \$7,500 if he has receipts and seeks reimbursement.
- Medical – Mr. Stayer has requested \$2,100 per month toward medical/health plan which he will seek on his own.
- Vacation – Mr. Stayer has requested 20 days of vacation per year.
- Sick Leave – 96 hours per year, which would accrue up to 400 over a period of five (5) years with a maximum payout of 200 hours 50% upon termination for any reason.
- Administrative Leave – Mr. Stayer requested five (5) days of administrative leave annually.
- Cell Phone - \$75 per month reimbursement for cell phone expenses.

Board President Lee asked Mr. Stayer if he would consider \$150,000 to start with \$2,100 for monthly medical. Mr. Stayer agreed. July 1, 2019 will be Mr. Stayer's start date.

Motion made by Board Member Hamon to agree to \$150,000 salary to start with a \$2,100 per month health plan package and benefits read by Counsel. Seconded by Board Member Peschong. Motion carried by roll call unanimously.

AYES: Arnold, Blake, Bourbeau, Enns, Gibson, Gomez,
Hamon, Heller, Hill, Lee, and Peschong
NOES: None
ABSTAIN: None
ABSENT: Compton and Storton

Motion made by Board Member Gibson to have President Lee, as chair, to execute the contract with Brooks Stayer. Seconded by Board Member Hill. Motion carried by voice vote unanimously.

AYES: Arnold, Blake, Bourbeau, Enns, Gibson, Gomez,
Hamon, Heller, Hill, Lee, and Peschong
NOES: None
ABSTAIN: None
ABSENT: Compton and Storton

12. IWMA Short-Term Goals and Proposed Budget FY 19/20

Discuss short-term goals and proposed budget FY 19/20

Interim Manager discussed proposed budget that will be finalized in the May 8, 2019 IWMA Board Meeting.

- Board Member Hamon – Voiced concern about what to do with reserves.
- Board Member Gibson – Would like to see comparison from FY 18/19 and FY 17/18 budgets. Please have Executive Committee look closely and examine proposed budget.
- Board Member Bourbeau – Noted significant increase in budget from last year.
- Board Member Gomez – Concerned (1.) that no social media was budgeted, and TV was the highest budgeted item for outreach. Would like to see analysis of outcome versus expenditure. (2.) Need to budget for Strategic Plan development. (3.) New and existing Board Member education must be more robust and budgeted for. (4.) Budget for differences in solid waste, recycling, green/food waste collection county-wide.
- Board Member Peschong – 25% of overall advertising budget should be in general media.
- Board President Lee – Requested the following tasks added to the goals - (1.) Working with Cal Poly on sustainability and food composting. (2.) Need to add a specific task to bring back the Polystyrene Ordinance.

13. SB 54 and AB 1080 Letter of Support

Delegate authority to IWMA Board President to sign letter of support.

Interim Manager was instructed to place SB 54 and AB 1080 letters of support reducing single use plastic on the board agenda for discussion.

Board Member Peschong noted that California Chamber of Commerce is against this bill as written. Peschong suggested waiting until the California Chamber of Commerce changes are incorporated before sending in letters of support.

Board Member Arnold stated that the bills are poorly written and not well defined. She also suggested waiting to send in support letters.

Motion made by Board Member Peschong to table item and bring back at a later time as deemed appropriate by Staff. Direction given to Staff by Board Member Gibson to bring this item back as soon as possible. Seconded by Board Member Hamon. The Motion carried by voice vote unanimously.

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AYES: Arnold, Blake, Bourbeau, Enns, Gibson, Gomez,
Hamon, Heller, Hill, Lee, and Peschong
NOES: None
ABSTAIN: None
ABSENT: Compton and Storton

FUTURE AGENDA ITEMS

14. Member Comments and Future Agenda Items - Discussion by Members regarding future agenda items.

Board Member Bourbeau asked Interim Manager to explain the letters from Chicago Grade Landfill and the Paso Robles Landfill. Board Member Hamon asked Interim Manager to contact Paso Robles Public Works Director Dick McKinley to discuss Paso Robles Landfill letter.

15. Adjournment at 2:50 pm. The meeting was adjourned to the next regular meeting of the IWMA scheduled for May 8, 2019 at 1:30 p.m. in the San Luis Obispo County Board of Supervisors' Chambers, County Government Center, San Luis Obispo, CA 93408.

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF THE RECORD UNTIL APPROVED BY THE IWMA AT THE NEXT REGULAR MEETING.



Patti Toews, Program Director