

MINUTES

**SOLID WASTE AUTHORITY
CITIZENS' ADVISORY COMMITTEE
FEBRUARY 1, 2017
1:30 P.M.**

PRESENT: Barry Haberman, Chair (At-Large)
Dee Sabers, Vice Chair (At-Large)
Jenny Lee Laman (District 1)
Katie Hoffmaster (District 2)
Ralph Moccia (District 3)
Arnie Straus (District 4)
Byron Lasseter (At-Large)

STAFF: Mark Hammond, Executive Director
Dan Pellowitz, Managing Director
Kathy Levas, Acting Clerk
Paul Dumars, Chief Financial Officer
Mark Eyeington, Chief Operations Officer
Marc Bruner, Chief Administrative Officer
John Archambo, CIS Director
Howard Falcon, Legal Counsel

Chair, Barry Haberman, called the Citizens' Advisory Committee meeting to order at 1:30 PM in the Solid Waste Authority's Education Center located at 6751 North Jog Road, West Palm Beach, Florida.

ROLL CALL

Acting Clerk called the roll and noted a quorum was present.

PLEDGE TO THE FLAG

Ms. Jenny Lee Laman led the Pledge of Allegiance to the flag.

CAC MINUTES: August 17, 2016

MOTION BY MR. LASSETER TO ACCEPT THE CAC MINUTES FROM AUGUST 17, 2016, AS PRESENTED. SECONDED BY MR. STRAUS AND CARRIED WITH A 7-0 VOTE.

CONSENT AGENDA

- Item 5.a** SBE Semi-Annual Program Report
- Item 5.b** Use of Contingency Funds
- Item 5.c** Environmental Investigations Unit – Status Report
- Item 5.d** Solid Waste Management Facility Permit Renewal: Mack & Son, LLC
- Item 5.e** Renewal of Designated Facility Status for Waste Management, Inc. of Florida (WMIF) – Sun 2 C/D Recycling Facility in Pompano Beach, Broward County, Florida
- Item 5.f** Renewal of Designated Facility Status for Waste Management, Inc. of Florida (WMIF) – Sun 3 C/D Recycling Facility in Dania, Broward County, Florida
- Item 5.g** Renewal of Designated Facility Status for Waste Management, Inc. of Florida - Delta (WMIF-D) – C/D Recycling Facility in Pompano Beach, Broward County, Florida
- Item 5.h** 2015/2016 Comprehensive Annual Financial Report (CAFR)

CONSENT AGENDA (continued)

Recycling facility contracts authorize each facility to take construction demolition debris from Palm Beach County returning to the Authority any solid waste that may be mixed in. The construction demolition debris is taken for purposes of recycling. There is no money involved with the contracts. The facilities are monitored yearly for Broward County and Department of Environmental Protection compliance.

MOTION BY MR. LASSETER TO SUPPORT THE CONSENT AGENDA [Receive and file.]. SECONDED BY MS. SABERS AND CARRIED WITH A 7-0 VOTE.

NEW BUSINESS

Item 9.A.1: Selection of Authority Officers

Mr. Hammond noted that this is the meeting at which the Governing Board of the Solid Waste Authority reorganizes its members with a new Chair, Vice Chair, and Secretary.

NO FORMAL ACTION TAKEN.

Item 9.A.2: Citizens' Advisory Committee (CAC) Appointments

Mr. Hammond acknowledged that the present CAC members have committed to another year of service with Districts 5, 6, 7 and one At-Large position open at the present time.

CAC expressed the importance of having a full committee.

NO FORMAL ACTION TAKEN.

Item 9.D.1: FY2017 Blighted and Distressed Property Clean-Up and Beautification Grant Award

- Increased from \$500,000 to \$750,000
- Seven Applications Reviewed
- Five (5) Fully Qualified
- Two (2) Met Criteria at Base Level Only
- Requests Close to \$1MM
- Board to Decide Allocation of Money

MOTION BY MR. LASSETER TO REMOVE ITEMS 2 AND 3 FROM THE AWARDS LIST AT THIS TIME UNTIL FULL SPECIFICATIONS AND A PLAN AS TO HOW THE MONEY WILL BE APPLIED IS PROVIDED. SECONDED BY MR. MOCCIA FOR DISCUSSION.

Mr. Archambo explained that this is a yearly opportunity and those not chosen this year can re-apply next year. He also mentioned that the total dollar amount of the applications is higher than the total amount of grant money available. The Board has the option to choose to fully fund them all or use a pro rata amount to make up the shortfall with consideration given as to whether or not the projects would be able to continue given only a pro rata amount of the full request.

Mr. Hammond mentioned that the program was instituted to put some of the additional funding received from supplemental waste back out into the community. When supplemental waste is no longer being received, the grant program would no longer be funded. Revenues to cover the shortfall could come out of the Contingency Fund or General Reserve account at this time.

NEW BUSINESS (continued)

CAC was concerned that it would be an issue to include additional money from other funds at this point in the process since \$750,000 was the allocated amount for the program.

Mr. Pellowitz explained that the supplemental waste program is generating approximately \$4MM a year in tipping fees and additional energy revenues so there are sufficient funds from the supplemental waste program to pay for the additional amount.

Ms. Sabers asked if there was a way to make sure the money was used properly.

In order to monitor the projects, Mr. Pellowitz explained that milestone payments are made and full payment is not released until the project is complete. Maintenance plans are also required as part of the submittal.

ALTERNATE MOTION BY MR. LASSETER SUPPORTING STAFF'S RECOMMENDATION [Approve grant award recipients.] WITH THE EXCEPTION OF NO. 2 (CITY OF DELRAY BEACH) AND NO. 3 (CITY OF LAKE WORTH CRA) WHICH SHOULD BE DENIED DUE TO A FAILURE TO MEET THE FULL REQUIREMENTS OF THE SUBMITTAL. SECONDED BY MR. MOCCIA AND CARRIED WITH A 7-0 VOTE.

Item 9.D.2: Extraordinary Rate Adjustment for Cleanup of Vegetative Debris in Unincorporated Palm Beach County

Due to the impact of Hurricane Matthew on the northern part of the County, a lot of yard waste was generated. For the safety of the community, haulers obtained additional collection equipment to begin immediate clean up in these areas while maintaining regular service to all customers. Three of the four haulers were affected. Requests for the extraordinary services provided are included at this time for Republic Services and Waste Pro. The requests will be paid out of a Collection Reserve account. After meeting with FEMA, the Authority is hopeful it will receive some reimbursement.

MOTION BY MR. MOCCIA SUPPORTING STAFF'S RECOMMENDATION [Approve Post-Hurricane Matthew rate adjustment for franchise haulers.]. SECONDED BY MR. LASSETER AND CARRIED WITH A 7-0 VOTE.

Item 9.D.3: Waste Management Compensation for Yard Waste Disposal

It was determined that Waste Management did not properly submit a request for an annual yard waste disposal credit for yard waste tonnages taken to a designated facility. They are now requesting these disposal credits. Since the error was not discovered in its current budget year, a transfer from the General Reserve is necessary to fund the credit. Future contracts will contain time limits for these types of requests.

Mr. Haberman suggested getting a release from the hauler once payment is made.

MOTION BY MR. MOCCIA SUPPORTING STAFF'S RECOMMENDATION [Approve Waste Management compensation request.]. SECONDED BY MR. STRAUS AND CARRIED WITH A 7-0 VOTE.

Item 9.E.1: Selection Committee Recommendation of Award and Contract for Providing Professional Consulting Engineering Services

A selection committee was formed and proposals evaluated for consulting engineering services. Recommending the Board approve contracts with the three highest ranked firms instead of just one.

NEW BUSINESS (continued)

MOTION BY MR. MOCCIA SUPPORTING STAFF'S RECOMMENDATION [Authorize Executive Director to execute contracts for providing professional Consulting Engineering Services with AECOM, Kimley-Horn, and Mathews Consulting subject to Legal Counsel review and approval.]. SECONDED BY MS. LAMAN AND CARRIED WITH A 7-0 VOTE.

Item 9.G.1: Purchasing Manual Amendment – Competition Thresholds

Mr. Dumars explained that the Purchasing Manual Amendment consists of changing the competitive thresholds from \$20,000 to \$25,000 due to rising prices. The last time these thresholds were changed was in November of 2006.

MOTION BY MR. STRAUS SUPPORTING STAFF'S RECOMMENDATION [Approve modifications to the Purchasing Policy.]. SECONDED BY MS. SABERS AND CARRIED WITH A 7-0 VOTE.

COMMENTS BY CAC

Ms. Hoffmaster: Interested in the success of the hazardous waste program concerning electronics disposal.

Mr. Bruner said when the program started the biggest waste streams were batteries, oil, and paint. Now the biggest waste stream is electronics. Significant amounts of electronics are being received at all drop-off facilities. While some electronics are still found in the garbage, the toxic material in those electronics has gone down substantially through the years. The cost to run a separate curbside collection for electronics is significant.

Mr. Haberman: Asked about the turbine.

Mr. Hammond said the turbine is being worked on and the generator is in place.

CONFIRMATION OF NEXT MEETING: April 5, 2017

MEETING ADJOURNED: 2:57 PM

ATTEST:

Barry J. Haberman, Chair

Kathleen A. Levas, Acting Authority Clerk

ATTENDANCE LIST

MEMBER	DIST.	10/2015	02/2015	06/2016	08/2016	02/2017	ABSENT
J. Laman	#1	P	P	A	A	P	2
K. Hoffmaster	#2	N/A	N/A	N/A	Open	P	0
R. Moccia	#3	P	P	A	P	P	1
A. Straus	#4	P	P	P	P	P	0
Open	#5	P	P	P	P	Open	0
Open	#6	Open	P	A	A	Open	2
Open	#7	Open	Open	Open	Open	Open	0
B. Lasseter	AL	P	P	P	A	P	1
Open	AL	P	Open	Open	Open	Open	0
D. Sabers	AL	P	P	P	P	P	0
B. Haberman	AL	P	P	P	P	P	0

Next scheduled meetings:

April 5, 2017
June 7, 2017
August 23, 2017
October 4, 2017
December 6, 2017