



**COSTA MESA SANITARY DISTRICT
MINUTES OF BOARD OF DIRECTORS STUDY SESSION
JUNE 9, 2015**

CALL TO ORDER

The Board of Directors of the Costa Mesa Sanitary District met in study session on June 9, 2015 at 9:30 A.M. at 628 W. 19th Street, Costa Mesa.

ROLL CALL

DIRECTORS PRESENT: Michael Scheafer, Arthur Perry, Robert Ooten, Arlene Schafer, James Ferryman

DIRECTORS ABSENT: None

STAFF PRESENT: Scott Carroll, General Manager; Robin Hamers, District Engineer; Wendy Davis, Finance Manager; Noelani Middenway, District Clerk; Javier Ochiqui, Senior Management Analyst; Denise Martinez, Interim Administrative Services Manager

OTHERS PRESENT: Dean Ruffridge, CR&R; Lawrence Jones, CR&R; Joe Jenkins, EEC

PUBLIC COMMENT – None

ITEMS OF STUDY

1. Recycling & Waste Diversion Reports – May 2015

Recommendation: That the Board of Directors receive and file the report.

There were no questions or comments and the report was received.

2. Code Enforcement Officer Report – May 2015

Recommendation: That the Board of Directors receive and file the report.

Ed Roberts, Code Enforcement Officer, provided report details.

There were no questions or comments and the report was received.

3. Trash Carts Stored in Alleys - Update

Recommendation: That the Board of Directors receive and file the report.

Javier Ochiqui, Senior Management Analyst, provided report details and discussed methods of educating the public on appropriate storage of trash carts.

Discussion followed regarding exemptions and cart roll out service for disabled residents.

There were no additional questions or comments and the report was received.

4. Fats, Oil and Grease (FOG) Program

Recommendation: That the Board of Directors receive and file the report from Environmental Engineering & Contracting, Inc. (EEC).

Joe Jenkins, EEC, provided an update on the District's FOG program. He discussed initial inspection frequency criteria, inspection frequency statistics and modifications, noted a reduction in hot spots from 97 in 2011 to 36 currently. He provided recommendations of continuing risk-based analysis for food service establishment (FSE) inspection prioritization, working with property manager to control FOG discharge, and focusing on non-compliance issues and excessive FOG discharge.

President Scheafer expressed support of presenting the District's FOG program at a California Special Districts Association (CSDA) conference.

There were no additional questions or comments and the report was received.

5. Legislative Analysis

Recommendation: That the Board of Directors receive and file the report.

Senior Management Analyst Ochiqui presented details of the legislative analysis report.

General Manager Carroll noted that AB 45, regarding household hazardous waste, had been placed on suspense.

There were no additional questions or comments and the report was received.

6. Consider Expanding Door-to-Door Household Hazardous Waste (HHW) Collections to all CMSD Residents.

Recommendation: That the Board of Directors direct staff to maintain the status quo and continue to partner with OC Waste & Recycling and Orange Coast College (OCC) to provide 1-day collection events every other year.

Mr. Ochiqui provided report details regarding the District's current practice in collections of HHW for elderly and immobile residents and recommended that the District remain status quo and not expand the program to all CMSD residents.

Discussion followed regarding the budget for the HHW program, the cost of expanding the program to all CMSD residents, and sponsoring a community HHW collection event every other year.

Assistant Secretary Schafer suggested placing an article in the District's newsletter on how to handle and where to dispose of HHW.

Director Ferryman suggested contacting vendors who sell HHW to sponsor the community event.

Vice President Perry suggested drafting a letter for sponsorship of the HHW event to gain interest in participation.

The Board of Directors did not support expanding the District's HHW program and directed staff to look into hosting an annual community HHW collection event.

7. Organics Ad Hoc Committee Update – Oral Report

Recommendation: That the Board of Directors receive an oral report from Secretary Ooten.

Secretary Ooten discussed exemption requests received for the Organics Recycling program, the creation of cart hangers, and use of media to advertise the program. He requested that a sample of the cart hanger be provided to the Board at the June 25 meeting.

8. Project #101 Westside Pump Station Abandonment Design and Engineering Phase – Oral Report

Recommendation: That the Board of Directors consider options for the design and engineering phase of Project #101 - Westside Pump Station Abandonment.

General Manager Carroll discussed consideration of District Engineer, Robin Hamers, as the contract administrator for Project #101 and noted this item will be placed on the June 25, 2015 regular Board meeting agenda for approval should the Board wish to move forward.

The Board of Directors supported approving District Engineer Hamers as the contract administrator for Project #101 contingent upon the signing of the agreement by the Orange County Sanitation District, City of Newport Beach and CMSD.

The Board of Directors directed staff to place this item on the June 25, 2015 Board meeting agenda for consideration.

9. Future Study Session Items

Recommendation: That the Board of Directors provide staff with direction on items to be placed on future study session agendas.

Assistant Secretary Schafer requested an update of the Organics Recycling program roll out and HHW community event status update.

Vice President Perry requested a special meeting with the District Treasurer for an update on the District's investments.

President Scheafer requested that staff look into what is going into sewers at senior living facilities. He also requested to have a discussion on Mesa Water District's Poseidon Program and possible desalinization into the District's lines.

ORAL COMMUNICATIONS – None

ADJOURNMENT

There being no further business to come before the Board, President Scheafer adjourned the meeting at 11:35 A.M.

Robert Ooten
Secretary

Michael Scheafer
President