

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY (IERCA)
NOVEMBER 07, 2022
10:00 A.M.**

DIRECTORS PRESENT via video/teleconference:

Jon Blickenstaff, Chairperson
Shivaji Deshmukh, Director
Robert Ferrante, Director
Margaret Finlay, Director
Jasmin A. Hall, Director

DIRECTORS ABSENT

Paul Hofer, Vice Chairperson

STAFF PRESENT or via video/teleconference

Jeff Ziegenbein, Project Manager, IERCA
Mike Sullivan, Assistant Project Manager, IERCA
Adrienne Fernandez, Recording Secretary, IERCA
Martin Cihigoyenetché, General Counsel
Javier Chagoyen Lazaro, Acting Treasurer, IERCA
Randy Lee, Acting Director of Finance
Denise Garzaro, Board Secretary, Office Manager, IEUA
Marcus Coulombe, Compost Sales Coordinator, IERCA
Christiana Daisy, Deputy General Manager, IEUA
Kristine Day, Assistant General Manager, IEUA
Arin Boughan, Acting Manager, IERCA
Ken Monfore, Manager of Asset Management, IEUA

A regular meeting of the Board of Directors of the IERCA was held at the Inland Empire Regional Composting Authority building located at 12645 6th St. Rancho Cucamonga, California and via video/teleconference on the above date.

Chairperson Blickenstaff, called the meeting to order at 10:00 a.m. and he led the pledge of allegiance to the flag. Recording Secretary, Adrienne Fernandez, took a roll call and established a quorum was present.

PUBLIC COMMENT

There we no public comments.

ADDITIONS TO THE AGENDA

Martin Cihigoyenetché, General Counsel added an informational item regarding Assembly Bill 2449, teleconference amendment. The Board collaboratively decided to hold the next meeting of Directors on February 06, 2023, via teleconferencing and discuss then how they will proceed for future meetings.

INTRODUCTIONS

Jeff Ziegenbein introduced Arin Boughan as the Acting Manager for the Inland Empire Regional Composting Facility.

CONSENT CALENDAR

A. ADOPTION OF RESOLUTION NO. 2022-01-01

Martin Cihigoyenette, General Counsel, provided an explanation of the COVID-19 executive order that had expired pertaining to virtual meetings and the implementation of AB361 Amending the Brown Act, allowing the continuance of teleconference meetings for up to 30 days at a time with the Adoption of a Resolution.

B. MINUTES

The Board approved the minutes from the August 1, 2022, regular meeting.

C. INVESTMENT AND DISBURSEMENT REPORT

The Board of Directors approved the months of July 2022 - September 2022:

1. Total disbursements in the amount of \$1,916,758.35.

No new investments during this period.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes:	Blickenstaff, Deshmukh, Ferrante, Hall, Finlay
Noes:	None
Absent:	Hofer
Abstain:	None

ACTION ITEMS

A. DESIGNATION OF IERCA TREASURER

The Board of Directors approved Javier Chagoyen-Lazaro, Director of Finance and Accounting for IEUA, as the IERCA Treasurer.

Moved by Director Hall, seconded by Director Ferrante, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes:	Blickenstaff, Deshmukh, Ferrante, Hall, Finlay
Noes:	None
Absent:	Hofer
Abstain:	None

B. COMPOST TRANSPORTATION SERVICES AMENDMENT

The Board of Directors:

1. Approved a contract amendment with an increase of up to \$150,000 each with Viramontes Express, Inc. and with Eggleton Trucking, Inc. for compost transportation services through June 30, 2023;
2. Approved a budget amendment for other contractual services in the amount of \$300,000 to account for compost transportation contract amendments; and

3. Authorized the Project Manager to finalize and execute the amendments as needed.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay
Noes: None
Absent: Hofer
Abstain: None

C. FISCAL YEAR 2022/23 CARRY FORWARD BUDGET AMENDMENT

The Board of Directors approved the carry forward for open encumbrances and related budget in the amount of \$153,552.56 from FY 2021/22 to FY 2022/23.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay
Noes: None
Absent: Hofer
Abstain: None

D. ADOPTION OF DEPOSITORY AGREEMENT AND INVESTMENT FUND SIGNATORY RESOLUTIONS

The Board of Directors:

1. Adopted Resolution No. 2022-11-2, authorizing and designating signatories for depository agreement, depository cards, deposits, transfers, checks, and withdrawal of funds.
2. Adopted Resolution No. 2022-11-3, authorizing participation in the Local Agency Investment Fund and designating signatories for the deposit and withdrawal of funds.
3. Adopted Resolution No. 2022-11-4, authorizing investment of monies in the Los Angeles County Pooled Surplus Investment Fund.

Moved by Director Hall, seconded by Director Ferrante, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay
Noes: None
Absent: Hofer
Abstain: None

INFORMATION ITEMS

A. PROJECT MANAGER'S REPORT

Jeff Ziegenbein briefed the Board on the IERCF's average biosolids rate and revenue and gave a KPI's overview. He advised the Board at the next meeting staff will provide an update on the Carl Moyer grant for the returned old loader. He also informed the Board that staff was celebrated on Water Professionals Appreciation Day for their hard work.

INFORMATION ITEM ONLY; NO ACTION TAKEN

B. TREASURER'S REPORT OF FINANCIAL AFFAIRS FOR THE QUARTER ENDED SEPTEMBER 30, 2022

Javier Chagoyen-Lazaro, Acting IERCA Treasurer, presented the quarterly report ending September 30, 2022, with total cash, investments and restricted deposits equaled \$5,400,370 reflecting an increase of \$191,100 in comparison to the June balance of \$5,209,270. He explained the increase was primarily due higher compost sales receipts.

INFORMATION ITEM ONLY; NO ACTION TAKEN

C. ASSET MANAGEMENT UPDATE

Ken Monfore, Manager of Asset Management, IEUA, provided a brief presentation discussing high level plans agency wide, management initiatives at RP-4, and a predictive maintenance program update.

INFORMATION ITEM ONLY; NO ACTION TAKEN

DIRECTORS' COMMENTS

None.

With no further business, Chairperson Blickenstaff adjourned the meeting at 11:00 a.m.

Adrienne Fernandez
Adrienne Fernandez, Recording Secretary
APPROVED: