

MINUTES
DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CITY OF CRESCENT CITY
COUNTY OF DEL NORTE
STATE OF CALIFORNIA
Regular Session, Wednesday September 10, 2014, 3:30 PM

PRESENT: Commissioner Roger Gitlin, Chair
Commissioner Ron Gastineau
Commissioner Rick Holley, Vice-Chair
Commissioner Mike Sullivan, arrived 2:07 p.m.
Commissioner Mary Wilson, Secretary/Clerk
Legal Counsel Martha Rice
Acting Director/Program Manager Tedd Ward
Treasurer/Controller Richard Taylor, until 4:45 p.m.

ABSENT: None

ALSO

PRESENT: Karen Phillips, PS Business Services
Wilma Madden, for PS Business Services
Richard Miles & Pat Black, Solid Waste Task Force
Joe Wallen & Wes White, Hambro /WSG
Sherrie Phillips, Recology Del Norte
Houawa Moua & Brian McNally, Del Norte Dept. of Environmental Health
Tamera Leighton, Local Transportation Commission

3:30 PM CALL MEETING TO ORDER
PLEDGE OF ALLEGIANCE

Chairman Gitlin called the meeting to order at 3:30 p.m. and Commissioner Gastineau led the pledge.

3:30 PM PUBLIC COMMENTS: ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

The following person(s) addressed the Commission: Richard Miles commented on the acreage owned by the Authority which lies near the transfer station. He previously asked (several months ago) to have the issue brought back to discuss the land's use. He also noted that no action has been taken to repeal ordinances of the Authority. Staff was directed to put the matter of the real property on a future agenda. The parcel is approximately three acres in size and zoned for commercial use. Informal appraisals will be requested from three local realtors. The Commission reported that ordinances have been repealed by the Authority, but not approved by the City and County at this time. Discussion was held regarding the closed session placement on the agenda.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority directed that the closed sessions be held at the beginning of each meeting, if one is necessary, with the regular session to start at 4:00, when necessary.

1. DEL NORTE SOLID WASTE TASK FORCE

1.1 Discussion regarding meeting of 08 September 2014.

President Richard Miles of the Solid Waste Task Force reported that the Task Force held a meeting on September 8th and discussed sending a request to the Authority for nine members on the task force so they have a quorum more frequently at their meetings. Notice of openings on the task force has been posted.

Mr. Miles noted that the Task Force is about 2/3rds done with the five year plan review to be submitted to CalRecycle. Mr. Miles noted they should be done with the review in the next few months and will get it submitted thereafter.

2. CONSENT AGENDA

2.1 Approve minutes, and acknowledge and file meeting notes and submitted comments, Special Session, Thursday, August 21, 2014.

2.2 Approve minutes, Regular Session, Wednesday, August 13, 2014.

END CONSENT AGENDA

Commissioner Wilson noted that there were two changes in the August 21 minutes on page 2, the word "seem" needs deleted, and on page 3, Counsel Rice's last name is misspelled. In addition, staff noted that Mr. Taylor was present at the meeting on August 21, which should also be noted.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the consent agenda, consisting of items 2.1-2.2, with the changes to the minutes as noted.

DISCUSSION/ACTION ITEMS

6.4 Discussion and possible action regarding Del Norte Solid Waste Management Authority Resolution 2014-05 Endorsing Safe STAA Access on California US Highway 199 from US Highway 101 to Interstate 5.

Discussion was held regarding adopting a resolution of support for STAA access on US Highway 199. Tamera Leighton, Executive Director of the Del Norte Local Transportation Commission, noted that to date her agency has received 100% support from local agencies. The loss of the funds will be huge if the US Highway 199/197 project is not built in a timely manner. She noted that the bridge that was being

replaced was within the top 1% of bridges statewide that needed to be replaced. The bridge is very old and very narrow. Litigation has stopped the project at this time. Commissioner Sullivan noted that the Healthcare District voted to support the resolution recently, in addition to the City, County, Harbor District, and other agencies. The bridge is on the Middle Fork of the Smith River near Mile Post Marker 26 on US Highway 199. Wes White commented on behalf of several trucking entities (WSG, Hambro, Snoozie, South Coast, Bettendorf Trucking), noting that the agencies whole-heartedly endorse the replacement of the bridge due to economics, safety and restrictions.

Richard Miles supports the replacement of the bridge; however, he wanted to know what the contingency plan was for the Authority to deal with a garbage spill on US Highway 199. Janet Gilman, county resident, noted that all persons have the right to flourish. She noted that the proponents see the bridge as being beneficial economically, and the opponents see it as a danger to their right to flourish. She asked who has the more valid argument. Rob Miller, Smith River resident, commented on the misinformation about the trucks that would travel this roadway if the improvements were built. He noted that trucks can only be 80,000 lbs., no matter the length of the truck. They now have sliding axle trailers that are better able to travel that roadway. The roadway needs to be fixed and it is an economic issue; Chris Howard, spoke on behalf of Alexandre Dairy, noting that the dairy is in support of the resolution and STAA access on US Highway 199. He noted that his background in environmental work allows him to know about Coho Salmon, the water sediment in the Smith River, and the fact that Coho do not spawn in the Middle Fork of the Smith because the rocks are too large and they cannot spawn. He feels that this is not the right fight; Kevin Hartwick, Council of Economic Advisors, spoke regarding improvements on 199 being key to the economic viability of the community. The Hwy 199 projects are some of the last to get completed on this list of harbor, airport, sewer, US Hwy 199 and broadband projects. He encouraged the Authority to stay the course to continue the good work by supporting this resolution.

Commissioner Sullivan noted that there is a lot of misinformation and he noted that there are already 65 foot trucks on the roadway now. This project would make it safer for the trucks and recreational vehicles already on the roadway now. Coho salmon have been made the issue, which is not an issue in this case. Commissioner Holley noted that two of the members of the Authority sit on the Local Transportation Commission and the loss of this project would not be good at all. Chair Gitlin noted Hwy 199 was a troubled road and getting the roadway fixed would minimize the risk and accidents.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution No. 2014-05, entitled, ENDORSING SAFE STAA ACCESS ON CALIFORNIA US HIGHWAY 199 FROM US HIGHWAY 101 TO INTERSTATE 5.

The resolution was read for the public benefit by Commissioner Sullivan.

5.1 Discussion and possible action regarding management of expired marine flares in Del Norte County. **080101**

Discussion was held regarding the disposal of expired marine flares. Staff noted that under Coast Guard regulations, marine flares expire after three years. The most appropriate option through the Authority would be that the owners would call for an appointment at the Commercial Hazardous Waste Collection day where the flares would be collected and trucked to Louisiana. The cost analysis provided by staff to truck the flares indicated that they cost is not attractive to the Authority based on the trucking costs.

Brian McNally of the County Community Development Department Environmental Health staff noted that the Coast Guard has in the past used the expired flares for training, but they can no longer do this. The flares are explosive and they have a chemical that now shows up in water mimicking iodine. The cost to dispose of the expired flares is expensive and is of concern to many communities. West Marine will take the marine flares after expiration, however, they may have a store close to our region that would be willing to take them. Wes White commented, as a Harbor Commissioner, on the cost of the disposal of the flares. His sense is that there is going to be a lot of the flares going overboard, which is a great concern to the Harbor. There are approximately 1000+/- flares that have been considered expired in the community. This is a statewide problem.

Commissioner Gastineau asked about the number of flares and legislation that requires us to clean up the problem. We should take care of it locally. Commissioner Holley noted that the product stewardship should assist in taking care of the products that they are selling. Staff noted that the Authority still is a member of the stewardship council and could check with them regarding this issue. Commissioner Sullivan asked if staff could work with Humboldt County to keep the costs down. Chairman Gitlin noted that the flares can be safely burned in an open area by the public and that we should look at how we can dispose of these locally so they are not dumped into the ocean. He would like to talk to the State Fire Marshall about their disposal alternatives. It appears to be a national issue not just a state issue. Chairman Gitlin directed staff to meet the fire marshal, harbor representatives, stewardship council and law enforcement regarding disposal of the expired flares. The flares will not be accepted at the Hazardous Waste day in October. The matter will be back on the next agenda.

3. LANDFILL POSTCLOSURE

3.1 Acknowledge and file semi-annual report regarding the monitoring and post-closure maintenance of the closed Crescent City Landfill for the period January – June 2014 as sent to the Regional Water Quality Control Board, North Coast Region, under monitoring and reporting Order 97-90. **230101 A**

Discussion was held regarding the semi-annual report. The consensus of the Authority was to acknowledge and file the semi-annual report as presented.

4. COLLECTIONS FRANCHISE

4.1 Discussion and possible action regarding status and allocation of Authority-directed bin pulls for 2014. 031205 , 180510

Discussion was held regarding the bin pulls for 2014. Mr. Ward reviewed the upcoming coastal cleanup and hazardous waste event. He added that Patricia Abbey has asked about a bin donation for an upcoming event, but she was not here for this meeting. Chairman Gitlin asked if this included the Sea Cruise car show and if there had been a request from Sea Cruise. Mr. Ward responded they had and that it had previously been approved by the Board. Commissioner Wilson commented that one bin is allocated to Sea Cruise. Commissioner Holley mentioned that the City will be requesting a bin for further cleanup behind Safeway. Chairman Gitlin commented that he was aware that the City may need assistance for clean-up of the old restaurant site on Front Street and that the City will need to submit a formal request. There were no comments from the public. Chairman Gitlin commented that he wanted to make sure that all 20 bins set aside are allocated for projects and that he would like to see this item back on the agenda for allocation of the remaining bins. Mr. Ward asked Joel Wallen if Hambro would waive the fee for the coastal clean-up bin. Mr. Wallen responded that it was not in their contract so he could not provide an answer today, but he did not see a serious issue. He added that he was concerned about a bin for clean-up behind Safeway as that cost would come out of their pocket. Chairman Gitlin requested this item be back on their next agenda for further allocation and input from Hambro and Recology. Mr. Ward commented that the criteria for allocation of bins was included in the staff report.

On a motion by Commissioner Holley, seconded by Commissioner Gastineau, and unanimously carried, the Del Norte Solid Waste Management Authority approved the use of bins for the coastal clean-up and hazardous waste event.

5. TRANSFER STATION

5.2 Discussion and possible action regarding upcoming Hazardous Waste Collection Event October 3rd and 4th at the Del Norte County Transfer Station. 081504

Discussion was held regarding the Hazardous Waste Collection Event October 3rd and 4th. Mr. Ward reviewed aspects of the annual event and indicated they have expanded the paint program to include accepting non-aerosol water based paint all year. He explained the procedure for commercial businesses, which requires an appointment on Friday. Commissioner Wilson asked about the PaintCare program, which Mr. Ward reviewed. Chairman Gitlin asked about advertising for the event. Mr. Ward reviewed the planned newspaper and radio ads. No action was needed or taken.

6 GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible action regarding the Del Norte Solid Waste Management Authority Work Plan for FY 14/15. 231501

Discussion was held regarding the Work Plan for Fiscal Year 2014/2015. Commissioner Sullivan requested the removal of the black "circle stars" as they seem redundant on the listing. He stated he felt the legend made things more confusing rather than simpler. Commissioner Wilson pointed out, on the second page, that item one is no longer being done. Mr. Ward explained that it is listed as being deferred and is marked as such, but is still included in the list. Commissioner Sullivan asked that it be changed to a "wish list" item rather than a working priority item. Commissioner Wilson stated she felt they did not need to be included at all. Mr. Ward noted that a similar item that is just a placeholder, such as the aerial flyover of the landfill that does not need to be done until 2016. Commissioner Holley indicated he felt it was good to include such items in order to avoid items being missed if there were a change in staffing. Commissioner Sullivan commented that it would be better to add future required items in a different fiscal year, rather than under this fiscal year. Commissioner Gastineau commented that would work in strategic plan items. Chairman Gitlin opened the discussion for public comment. Bill Lonsdale commented that placeholders for some items that are for future years would be safer for making sure items do not get missed. No other public comments were received. Mr. Ward offered to make revisions and bring them back at the next meeting. Commissioner Sullivan offered to e-mail Mr. Ward his suggested reformatting that might be clearer to understand. Chairman Gitlin confirmed the Board wished to see it streamlined. No action was taken; however, this item will be placed on the next agenda to review the changes.

6.2 Discussion and possible action regarding the content of the final R3 report including but not limited to developing elements of a strategic plan such as short, medium, and long-range goals and possible setting of future meeting date(s) for such planning. **231501**

Discussion was held regarding holding another workshop. Chairman Gitlin asked that this be a continuing agenda item. Commissioner Sullivan suggested they table this item and move on to item 6.3. This item was then tabled until the next meeting.

6.3 Discussion and possible action regarding the content and process for adopting a Mission Statement or other elements of a strategic plan for the Del Norte Solid Waste Management Authority. **231501**

Discussion was held regarding the mission statement. Mr. Ward reviewed the items included with the staff report including in the agenda packet and explained his recommendation, which would allow extra time for him to do research on possible funding sources. He commented that being specific in what the Authority wants will reduce the cost to the Authority for a consultant hired to perform the work. Commissioner Wilson commented that she believed at the end of the August 21st workshop they were to move forward on a mission statement before a strategic plan. Commissioner Wilson then read the e-mail from R3 that was received just prior to the workshop on August 21. She stated that she wanted to move forward on a mission statement. Commissioner Gastineau commented that mission statement No. 2 provided by Commissioner Wilson was his personal preference. He added

that he did like Commissioner Sullivan's idea for three lists; one for mandated items, one for items that need to be done in future years, and a "wish list". Chairman Gitlin asked if the other Commissioners had a preference for the mission statement. Commissioner Wilson read mission statement No. 1 which she felt was better as it referenced compliance with state laws. She also read No. 5, which she also liked. Commissioner Sullivan commented that if they chose to use mission statement No. 2, they would need to pull the sentence from number 5 dealing with compliance with regulatory law. Commissioner Holley agreed with Commissioner Sullivan, but they should remove the word "existing" from that sentence. Mr. Ward pointed out that they also have responsibilities for household hazardous waste and composting, not just solid waste. Chairman Gitlin asked for public comment. Bill Lonsdale commended staff for including items in this agenda that were not included in the agenda for the workshop on August 21 and he noted that someone had done a wonderful job of including all the items that had been written down on the white boards at the workshop. Mr. Lonsdale indicated he felt a combination of mission statements No. 3 and No. 5 would be best, but No. 2 was acceptable also for combination with No. 5. Patricia Black stated that the No. 2 and 5 combination with reference to household hazardous waste was preferable. Chairman Gitlin stated that he liked No. 4, but was fine with the combination of Nos. 2 and 5. Chairman Gitlin then read a revised version of the mission statement combining 2 and 5, but missed some of the needed wording, so Commissioner Sullivan clarified the wording and reread the combined version. Commissioner Sullivan then reread the mission statement for the record. "The Authority's Mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law."

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried by polled vote, the Del Norte Solid Waste Management Authority adopted the mission statement "**The Authority's Mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.**"

6.5 Discussion and possible approval of a budget transfer for fiscal year 13/14 in the amount of \$70,000.00 or less. **022101**

Discussion was held regarding the requested budget transfer, which is for \$8,170.00 rather than \$70,000.00.

On a motion by Commissioner Sullivan seconded by Commissioner Wilson, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved budget transfer in amount of \$8,170.00.

7 CLOSED SESSION ITEMS:

7.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Gov. Code 54957) Title: Program Manager/Acting Director

In the event that the public employee so requests, this evaluation process will be conducted in open session.

7.2 Pursuant to Gov. Code Section 54957:

PUBLIC EMPLOYEE DISMISSAL/RELEASE

There were no public comments prior to the closed session. Chairman Gitlin recessed the open session at 4:30 p.m. and immediately convened in closed session. The closed session was adjourned at 5:14 p.m. Counsel announced that no action was taken during closed session, but the closed session for item 7.1 was continued to the next regularly scheduled meeting. There was discussion of the next meeting being held October 1; however, this date was later revised to October 14th.

8 DIRECTOR'S & TREASURER'S REPORTS

Agenda items 8.1 through 8.5 are provided for information only

8.1 Acting Director's Report **231501**

8.2 Treasurer/Controller Report for July 2014

8.3 Claims approved by Treasurer & Director for August 2014

8.4 Monthly Cash and Charge Reports for August 2014

8.5 Earned Revenue Comparisons between FY13/14 and FY14/15

The listed reports were given and included in the agenda packet. Mr. Ward reviewed the Acting Director's report. Mr. Ward then reviewed items 8.2 through 8.5 for the Commission in the absence of the Treasurer. There were no questions from Commission or members of the public

9 ADJOURNMENT

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for Tuesday October 14, 2014, with Closed session items starting at 3:30 PM and public session items starting at 4:00 PM at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Commission, Chairman Gitlin adjourned the meeting at 6:12 p.m. until the next scheduled meeting on October 14, 2014.

Roger Gitlin, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Mary Wilson, Secretary/Clerk of the Board

Date / /