

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

MINUTES

September 14, 2011
3:15 p.m.

Del Norte County Board of Supervisors Chambers

PRESENT:

Chair Kathryn Murray
Commissioner Martha McClure
Commissioner Leslie McNamer
Commissioner Kelly Schellong
Commissioner Sarah Sampels
Director Kevin Hendrick
Legal Counsel Martha Rice
Program Manager Tedd Ward
Clerk Rose Reppond

ABSENT: Treasurer/Controller Richard Taylor

The meeting was called to order by Chair Murray at the hour of 3:15 p.m., with all parties present as heretofore designated.

PUBLIC COMMENTS:

The Chair called for Public Comments.

The following people addressed the board:

Janice Wilson, John Plechaty, Richard Broders, Tanya Piercy.

There being no further Public Comments the Chair closed the Public Comment period and returned to the Agenda.

CONSENT AGENDA:

Motion to approve consent by Commissioner McNamer, and seconded by Commissioner Samples. Recess at 3:25 PM to make extra copies of the agenda. The Chair reconvened the meeting at 3:30 PM.

The Chair called for Public Comments.

There being no Public Comments the Chair closed the Public Comment period and returned to the Agenda.

Unanimously carried on a polled vote the Consent Agenda items were approved as follows:

Commissioner Schellong recused herself on item 2.1.

Minutes from the August 10, 2011 Regular Session

The following reports were received and ordered filed:

Claims paid by the Director, for August, 2011

Monthly Cash and Charge Reports for July, 2011

Monthly Cash and Charge Reports for August, 2011

Treasurer / Controller Reports for July, 2011

Contract with Northcoast Labs in an amount not to exceed \$35,000 for processing water samples collected from the Crescent City Landfill.

Approval of the claim in the amount of \$ 5586, to AGCS Marine Insurance Company for property insurance renewal.

Approval of the claim in the amount of \$ 5850.88 to Recology Del Norte for collection services.

DISCUSSION / ACTION ITEMS:

LANDFILL – CLOSURE: No Agenda Items

FRANCHISE ITEMS: No Agenda Items

TRANSFER STATION:

7.1 AUTHORITY BILL / SCALE MANAGEMENT SYSTEM - 012103

Program Manager Tedd Ward discussed the status of the new scale house computer, scale management system, debit/credit cards and associated accounting software.

Information only, No Action taken.

The Chair called for Public Comments.

The following people addressed the board:

Richard Broders, Janice Wilson

There being no further Public Comments the Chair returned to the Agenda.

7.2 AUTHORITY BILL / SOFTWARE ACCOUNT SYSTEM - 012103

Director Hendrick discussed the Invoice from IT ESP, Inc. in the amount of \$7500 for professional services related to the transition to new software and accounting systems at the Del Norte County Transfer Station.

Opened to public comment, No Public comment received.

On a motion by Commissioner McClure, and seconded by Commissioner Schellong, and unanimously carried the Board approved

7.3 BUDGET - 022102

Director Hendrick discussed the increased in Transfer Station revenue for July and August 2011. The Chair invited public comment, and the following people addressed the Board: Ron Plechaty and Janice Wilson.

The Chair called for a recess 3:55 PM

The Chair reconvened the meeting 3:58 PM

Consensus direction to staff was to include as a regular monthly report for the Board agenda packets, comparisons of monthly Authority revenue to revenues from the same month of the prior year.

7.4 HARBOR DISTRICT - 080101

Director Hendrick discussed the disposal of the harbor docks that were damaged in the 2011 tsunami. The Board provided consensus concurrence of the strategy described by the Director for loading and hauling the docks from the Crescent City harbor to the Dry Creek Landfill with the fees to be paid at the Transfer Station. Commissioner Schellong requested that after the total expense of the harbor dock cleanup was compiled, that staff return to a subsequent Authority meeting to consider potentially waiving a portion of the Authority's fees for these activities. Harbor Commissioner Scott Feller addressed the Board and urged support for Governor Brown's signature on AB 1429, which would reduce the expenses for the Harbor for the tsunami cleanup. On this item, the Board was also addressed by Ron Plechaty and Janice Wilson.

7.5 AUTHORITY INSURANCE - 201904

Director Hendrick discussed the theft of and insurance claim for equipment from the storage trailer at the transfer station.

Information only, No action taken. On this item, the Board was also addressed by Janice Wilson.

7.6 PRODUCT STEWARDSHIP - 161806

Director Hendrick discussed a pilot program for carpet recycling at the transfer station and local carpet retailers.

Information only, No action taken.

GENERAL SOLID WASTE AUTHORITY MATTERS:

8.1 PRODUCT STEWARDSHIP - 161806

Director Hendrick discussed the status of the \$400,000 HD 18 grant from the California Department of Resources Recycling and Recovery to expand product stewardship in California. Information only, No action taken.

8.2 PRODUCT RESPONSIBILITY- 161806

Director Hendrick discussed the adoption of an updated policy for Environmentally Preferred Purchasing (EPP) to include Extended Producer Responsibility, (EPR). Consensus direction to staff was to incorporate EPR policies into the Authority's existing EPP and return to the October meeting for the Board's consideration of the amended EPP policy.

8.3 SHARPS - 190801

Director Hendrick discussed a pilot program for sharps collection in Del Norte County and Crescent City. Information only, No action taken.

The Chair called for Public Comments.

The following people addressed the board:

Ron Plechaty

8.4 BUDGET - 022102

Commissioner Schellong recused herself, and left the room at 5:05 PM.

Director Hendrick discussed a budget revision in the amount of \$103,062, adjust the amounts of three grants that carry over to FYE 2012 and transferring funds from contingency to pay for professional services related to the software/system upgrades. Ron Plechaty addressed the Board.

On a motion by Commissioner McClure, and seconded by Commissioner Sampels the board approved the Budget Transfer Request on an unanimous polled vote with Commissioner Schellong absent at that time.

At 5:09 PM, Commissioner Schellong rejoined the meeting.

8.5 LEGISLATURE – 120502

Director Hendrick discussed the governor's signature on Assembly Bill 818, requiring recycling in multi-family dwellings. Director Hendrick explained that the new State requirements complement and support the existing requirements in the Authority's Solid Waste and Recycling Responsibility Ordinance. Consensus direction to staff was to bring the Authority's Solid Waste and Recycling Responsibility Ordinance back to the Authority Board for consideration of possible revisions to allow Landlords to delegate to tenants of rentals (of four units or less) to subscribe for Recology Del Norte collection services and have confirmation of such services as an acceptable method of demonstrating responsible management of recyclables and trash at that address.

8.6 PERSONNEL, AUTHORITY – 201801

At 5:24 PM, the Authority Board entered a CLOSED SESSION for the purpose of PERSONNEL EVALUATION pursuant to government code section 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Title: Director

At 5:45 PM, the Authority reconvened in open session. The following action from the closed session was announced:

On a unanimous vote the Board approved a satisfactory performance evaluation of the Authority Director.

The Del Norte Solid Waste Management Authority adjourned at the hour of 5:45P.M., to reconvene in Regular Session, on October 12, 2011, at the hour of 3:15 P.M., at the Board of Supervisors Chambers, Flynn Center, 981 "H" Street, Crescent City, California.

_____ Date / /

Kathryn Murray, Chair

Del Norte Solid Waste Management
Authority

ATTEST:

_____ Date / /
Rosemarie Reppond Clerk
Del Norte Solid Waste Management Authority