

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
MINUTES  
February 28, 2012  
3:30 p.m.

Del Norte County Board of Supervisors Chambers

PRESENT: Chair Gerry Hemmingsen  
Vice Chair Rich Enea  
Commissioner Martha McClure  
Commissioner Michael Sullivan  
Commissioner Leslie McNamer  
Commissioner David Finigan  
Commissioner Kelly Schellong  
Commissioner Donna Westfall  
Commissioner Richard Holley  
Legal Counsel Martha Rice  
Treasurer/Controller Richard Taylor  
Director Kevin Hendrick  
Program Manager Tedd Ward  
Clerk Rose Reppond

ABSENT: Commissioner Kathryn Murray

The meeting was called to order by Chair Hemmingsen at the hour of 3:30 P.M., with all parties present as heretofore designated.

**PUBLIC COMMENTS:**

The Chair called for Public Comments.

The following people addressed the Board:

Mary Wilson - Regarding the Franchise Collections Agreement and commercial rates.

Paul Dillard - Pleased to see that the meeting was being streamed on the web and he questioned pages in the audit saying "this page intentionally left blank".

The Chair closed the Public Comment at 3:37 P.M. and returned to the Consent Agenda.

**CONSENT AGENDA:**

**Minutes Regular Session, Wednesday January, 2012**

Commissioner McNamer requested that minutes indicate Rich Enea as Vice Chair.

**RESOLUTION No. 2012 – 01 -**

**A RESOLUTION OF THE BOARD OF COMMISSIONER OF THE DEL NORTE SOLID WASTE AUTHORITY ADJUSTING THE RATE FOR CARPET RECYCLING AT THE DEL NORTE COUNTY TRANSFER STATION.**

**CHANGE ORDER #14**

**AGREEMENT FOR OF A TRANSFER STATION,RECOVERY, TRANSPORTATION AND DISPOSAL OF WASTE FROM THE DEL NORTE COUNTY TRANSFER STATION, DEL NORTE COUNTY, CA. BETWEEN Hambro/Waste Solutions Group and Del Norte Solid Waste Management Authority which will reduce payments for Carpet, Clean and Rolled.**

**PAINT CARE PAINT RECYCLING PROGRAM -**

The Board directed staff as follows.

1. Have the Director sign and send the attached letter to PaintCare indicating the Authority's intent to participate in the rural paint recycling pilot program as described therein, and
2. Work with PaintCare and the Environmental Services JPA of the Regional Council of Rural Counties to assure that Del Norte residents and businesses have access to convenient paint recycling drop-off locations in Del Norte County, and
3. Work with the largest paint retailers in Del Norte County ( Crescent Ace Hardware and Home Depot) in an effort to potentially establish additional drop-off locations for paint and architectural coatings, and
4. Authorize the Director to negotiate and authorize signatures on agreements necessary to implement this paint recycling pilot program in Del Norte County.

## **NORTH COAST LABORATORIES – CLAIM**

The following claim was approved for payment.

North Coast Laboratories Ltd. in the amount of \$5150.00 for Ground water analysis.

On a motion by Commissioner Schellong and seconded by Commissioner McNamer and unanimously carried on a polled vote the items on the consent agenda were approved.

***END OF CONSENT AGENDA***

## **DIRECTORS REPORT**

The following agenda items are provided for information only. No action taken.

**Claims approved by the Director for January, 2012**

**Monthly Cash and Charge Report for January 2012**

**Revenue Comparison between 2010 and 2011**

**Treasurer/Controller Report for January 2012**

**Status report for the three main grants from the California Department of Resources Recycling and Recovery (CalRecycle), Beverage Container Recycling Grant, Used Oil Recycling Grant and Household Hazardous Waste Grant.**

Commissioner Sullivan asked that Authority staff present information on the proportion of grant funds spent in the County, and the proportion offsetting Authority personnel expenses. Commissioner Finigan asked that staff present information on ways that

grant resources reduced expenses, covered costs for which the Authority would be responsible, or increased or improved services to customers.

**Mandatory Commercial Recycling –**

Program Ward gave a status report on Compliance Mandatory Commercial Recycling. A new law, AB 341 (Chesbro) requires an education and outreach campaign targeting commercial businesses with more than 4 cubic yards of weekly solid waste collection services, so such businesses understand how to comply with this law, and their options for complying with this mandate at minimal expense. Authority staff intends to coordinate this outreach campaign with Recology Del Norte. Authority staff complies with new State laws such as this one under the direction of the Authority Board, so the Board may modify or provide further direction to staff however; charges to these programs are constrained by laws and regulations, and relevant agreements.

**END DIRECTORS REPORT**

**DISCUSSION / ACTION ITEMS**

**LANDFILL POST CLOSURE - NO AGENDA ITEMS**

**COLLECTIONS FRANCHISE - NO AGENDA ITEMS**

**TRANSFER STATION:**

**FLUORESCENT LAMP COLLECTION COMMERCIAL CUSTOMERS –**

Program Manager Ward discussed the history of Fluorescent Lamp recycling services offered to Commercial Customers at the Del Norte County Transfer Station. Discussion followed. By consensus, Authority staff was directed to survey major local retailers to see how they manage their spent fluorescent tubes, and to present information at the next Authority meeting regarding the mandatory fluorescent bulb takeback ordinance and program costs from San Luis Obispo County.

*4:40 Commissioner Westfall left the meeting*

*4:45 Commissioner Westfall returned to meeting.*

## **GENERAL SOLID WASTE AUTHORITY MATTERS:**

### **2010-2011 AUDIT –**

Director Hendrick discussed the Fiscal Year 2010-2011 Independent Audit, Review of Significant Deficiencies and adoption of corrective actions. Staff request the Board review the attached draft audit and approve “corrective actions” for submittal to our auditor for inclusion into the final audit. Discussion followed.

### **11-FS-01 – Restricted Net Assets**

The Authority Board will consider the recommendation to transfer unrestricted cash to a restricted reserve at the end of the current fiscal year. This will serve as a reserve fund as required by the California Infrastructure and Economic Development Bank lease.

### **11-FS-02- Net Deficit Assets**

At the start of Fiscal Year 2011 – 2012, transfer station disposal rates were increased to ensure that adequate funding is available to cover operating expenses, including annual depreciation and cost to maintain and monitor the closed landfill. The Authority Board will consider the advisability of setting up a restricted reserve fund at the end of the current fiscal year that will serve as a reserve for depreciation.

### **11-FS-03-Retiree Benefit Payments**

On the Employer Summary of OPEB Contributions and other Data for GASB 45/43 Reporting for FY 10-11, we reported that 5120 was paid for “Premiums Payments for retiree insurance made directly to providers other than CalPERS.” This amount was included in the “Total Contributions toward the ARC (Annual required Contribution)”. This included \$3820.04 for medical claims and \$1299.84 for annual admin cost (Delta). We have requested the County Personnel Department to provide clarification on how these costs were paid, so that we may determine the proper entity to pay these retiree benefits.

### **11-MC-01 - Insurance**

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There is no legal requirement that requires maintaining landfill liability insurance for a government owned landfill. This is not a requirement; therefore this is not listed as a significant deficiency, but as a “Concern”. The Authority Board directed staff to research the cost of acquiring landfill liability insurance: however this will be considered a discretionary action subject to the judgment of the Authority Board. As an alternate precaution, the Authority Board will consider the advisability of setting up a restricted reserve fund, at the end of the current fiscal year. This will serve as a reserve for unforeseen landfill related expenses. Discussion followed.

*4:10 Chair Opened for public comment*

*4:10 Closed public comment*

On a motion by Commissioner Schellong and seconded by Commissioner McClure and carried on a polled vote with all Commissioners present voting ‘AYE’ and Commissioner Westfall voting ‘NO’, the board approved the Corrective Action Plan as revised, to be reviewed by the Chair prior to submittal, and to have staff report back to the Authority Board regarding the viability of securing landfill liability insurance.

### **HAMBRO/ RECOLOGY DEL NORTE**

Director Hendrick discussed the results of meeting with Recology Del Norte and Hambro/Waste Solutions group at this time would like further direction from the board. Discussion followed.

Consensus direction to staff was to continue working with Hambro/WSG staff and Recology Del Norte to provide additional details and analysis regarding the potential to expand composting and local processing of organic materials such as leaves, grass, and brush, and possibly including additional feedstock’s such as food scraps or sewage sludge.

### **SOLID WASTE TASK FORCE MEMBERSHIP -**

Director Hendrick discussed the newly appointed 6 members for the Solid Waste Task Force, including Joel Wallen, Andrew Larson, Mary Wilson, Ray Martell, Karen Sanders and Richard Miles. These members will join with current members, Brad Cass, Dave Mason, Clarke Moore, and Irene Tynes. Discussion followed.

Legal counsel Martha Rice confirmed that the Crescent City Council should separately approve and ratify these appointments, and this item was referred to the City Council for consideration at their next regular meeting.

The Del Norte Solid Waste Management Authority adjourned at the hour of 6:00 P.M., to reconvene in Regular Session, on March 27, 2012, at the hour of 3:30 P.M., at the Board of Supervisors Chambers, Flynn Center, 981 "H" Street, Crescent City, California.

\_\_\_\_\_ Date / /  
Gerry Hemmingsen, Chair  
Del Norte Solid Waste Management Authority

ATTEST:

\_\_\_\_\_ Date / /  
Rosemarie Reppond Clerk  
Del Norte Solid Waste Management Authority