

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CITY OF CRESCENT CITY
COUNTY OF DEL NORTE
STATE OF CALIFORNIA**

Regular session Tuesday August 15, 2017, 3:30 PM

PRESENT: Commissioner Chris Howard, Vice Chair
Commissioner Blake Inscore, Chair
Commissioner Jason Greenough
Commissioner Lori Cowan
Commissioner Eli Naffah
Director Tedd Ward
Legal Counsel Martha Rice
Authority Clerk Katherine Brewer
Clerk in training Kyra Seymour
Authority Treasurer/Controller Rich Taylor

ABSENT: None

ALSO, PRESENT: Joel Wallen, Hambro / WSG
Jeremy Herber, Recology Del Norte
Wes White, Hambro / WSG

3:31 PM CALL MEETING TO ORDER

Chair Inscore called the meeting to order in regular session at 3:31 P.M. Roll was taken with all commissioners present as indicated, except for Commissioner Vice Chair Howard who was absent at roll call, but arrived at 3:40 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge was led by Commissioner Cowan.

3:30 PM PUBLIC COMMENTS:

At 3:32 P.M., Chair Inscore called for Public Comments. Seeing none, the Chair then closed the public comment period.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Regular Session, Tuesday July 18, 2017.
- 1.2 Approve budget transfer for FY 16/17 in the amount of \$2,836.00 **022101**
- 1.3 Approve budget transfer for FY 17/18 in the amount of \$2,500.00 **022101**

END CONSENT AGENDA

On a motion by Commissioner Greenough, seconded by Commissioner Cowan, and unanimously carried on a polled voted vote, with Commissioner Howard absent, the Del Norte Solid Waste Authority approved and adopted the consent agenda, consisting of items 1.1 to 1.3.

(Commissioner Howard arrives at 3:40 P.M.)

2. DIRECTOR'S & TREASURER'S REPORTS

Agenda items 2.1 through 2.5 are provided for information only

- 2.1 Director's Report **231501**
- 2.2 Treasurer/Controller Reports for June 2017 **201803**
- 2.3 Claims approved by Director for July 2017 **031202**
- 2.4 Monthly Cash and Charge Reports for July 2017 **201803**
- 2.5 Earned Revenue Comparisons between FY16/17 and FY17/18 **201803**

Above listed reports were presented and accepted.

Director Ward discussed upcoming events, including the the Hazardous Hazardous Waste collection event on September 16th, and the Mattress Collection Event on September 23rd.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Receive and file the 'First-Half 2017 Water-Quality Monitoring Report for the Crescent City Landfill' prepared by Lawrence & Associates. **230101A**

This report was received and filed.

- 3.2 Discussion and possible action regarding releasing an Invitation to Bid for the storm-related Landfill Repair Project. **120105**

On a motion by Commissioner Naffah, seconded by Commissioner Cowan, and unanimously adopted on a polled vote, the Del Norte Solid Waste Authority approved, an Invitation to Bid for the Landfill Repair Project.

4. COLLECTIONS FRANCHISE

- 4.1 Discussion and possible action regarding Collections Change Order 13 regarding an extension of a temporary waiver of requirements for a recycling processor. **180510**

On a motion by Commissioner Howard, seconded by Commissioner Greenough and unanimously adopted on a polled vote, the Del Norte Solid Waste Authority Approved Collections Change Order 13 regarding an extension of a temporary waiver of requirements for a recycling processor.

5. TRANSFER STATION

- 5.1 Discussion and possible action regarding release of an Invitation to Bid for Floor and Ramp Repair at the Del Norte County Transfer Station, pending review and minor revisions by County staff, Authority staff, and legal counsel. **80104**

On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously adopted on a polled vote, the Del Norte Solid Waste Authority approved release of an Invitation to Bid for Floor and Ramp Repair at the Del Norte County Transfer Station, pending review and minor revisions by County staff, Authority staff, and legal counsel.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding proposed changes to the job descriptions shifting Clerking duties from Account Clerk – Solid Waste, to the Facilities & Programs Coordinator position.

On a motion by Commissioner Howard, seconded by Commissioner Greenough and unanimously adopted on a polled vote, the Del Norte Solid Waste Authority approved changes to the job descriptions shifting Clerking duties from Account Clerk – Solid Waste, to the Facilities & Programs Coordinator position.

- 6.2 Discussion and possible adoption of Resolution 2017-02, appointing Kyra Seymour as Authority Clerk.

On a motion by Commissioner Howard, seconded by Commissioner Greenough and unanimously adopted on a polled vote, the Del Norte Solid Waste Authority approved appointing Kyra Seymour as Authority Clerk

7. ADJOURNMENT

Adjourn to the next Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday September 19, 2017 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Date / /

Submitted:

Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date / /