

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

**Board of Supervisors Chambers
Flynn Center 981 H Street
Crescent City, CA**

MINUTES

Regular Session

Tuesday January 16, 2018

3:30 P.M.

PRESENT:

Commissioner Chris Howard, Vice Chair
Commissioner Blake Inscore, Chair
Commissioner Jason Greenough
Commissioner Lori Cowan
Director Tedd Ward
Legal Counsel Autumn Luna
Authority Clerk Kyra Seymour
Authority Treasurer/Controller Rich Taylor

ABSENT:

Jeremy Herber - General Manager, Recology Del Norte
Commissioner Eli Naffah

ALSO PRESENT:

Joel Wallen - Operations Manager Hambro/WSG
David Slagle - Interim CEO Hambro/ WSG
Dominic Mello, Del Norte County Code Enforcement Officer and
Manager of the Del Norte Abandoned Vehicle Abatement
Service Authority

**3:30 P.M. CALL MEETING TO ORDER / ROLL CALL
PLEDGE OF ALLEGIANCE**

Commissioner Cowan led the Pledge of allegiance.

PUBLIC COMMENTS:

3:30 P.M.

At 3:32 P.M. Chair Inscore called for public comments.

Jake Smith (County) suggested that the Authority website more clearly indicate the date and location of each Authority meeting. Mr. Smith also expressed concern about illegal dumping at the "Pink Hotel" in Smith River, and suggested that all multi-family complexes have disposal bins.

Dominic Mello, Code Enforcement and AVA, responded regarding concerns of illegal dumping at the "Pink Hotel." He reported that this area is undergoing asbestos and lead testing as a necessary step in the abatement and cleanup of this property.

The Chair asked for any other public comments. Seeing none, the Chair closed public comments at 3:36 P.M.

At 3:37 P.M. Chair Inscore temporarily adjourned the meeting of the Del Norte Solid Waste Management Authority and reconvened as the Abandoned Vehicle Abatement Authority, to address agenda item 7.

7 ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY

- 7.1 Discussion regarding a status report of activities of the Abandoned Vehicle Abatement Service Authority since August 2017.

Dominic Mello presented a Quarterly Report Showing a revenue of \$ 5429.22, explaining that towing recreational vehicles used a majority of the funding during this period.

At 3:40 P.M. Chair Inscore adjourned the meeting of the Abandoned Vehicle Abatement Authority and reconvenes as the Del Norte Solid Waste Management Authority

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Special Session, Monday December 11, 2017.
- 1.2 Approve transfer to Del Norte County in the amount of \$39,853.52 for sub-lease rental payments. **022101**
- 1.3 Approve budget transfer for FY 17/18 in the amount of \$11,601.00. **022101**
- 1.4 Approve payment of claim 8087 in the amount of \$6,300.00 for invoice #9599 from Patel & Associates' audit of the Authority's financial statements for FY 16/17.

On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda.

END CONSENT AGENDA

2. TREASURER'S REPORTS

Agenda items 2.1 through 2.5 are provided for information only

- 2.1 Director's Report for January 2018. **231501**
- 2.2 Treasurer/Controller Reports for November 2017
- 2.3 Claims approved by Director & Treasurer for December 2017 **031202**
- 2.4 Monthly Cash and Charge Reports for December 2017
- 2.5 Earned Revenue Comparisons between FY16/17 and FY17/18

The Board asked for some clarification regarding recyclability of bottlecaps.

Joel Wallen, replied for Hambro Forest Products that bottle caps are not being accepted as CRV at their Buy-back operation. Director Ward explained that in Recology Del Norte's recycling programs, bottle caps should be removed, but the caps are recyclable.

Items 2.1 through 2.5 were presented by Director Ward and accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Discussion and possible action regarding completion of landfill repairs and payment of claim #8086 to Hemmingsen Contracting Company, Inc. for invoice 008331 in the amount of \$42,400.00 for completion of landfill repairs. **192001**

Director Ward presented a slide show showing before and after pictures of the areas repaired. On a motion by Commissioner Howard, seconded by Commissioner Greenough and unanimously carried on a pulled vote, the Del Norte Solid Waste Management Authority approved payment of claim #8086 to Hemmingsen Contracting Company, Inc. for invoice 008331 in the amount of \$42,400.00 for completion of landfill repairs.

4. COLLECTIONS FRANCHISE - No Items

5. TRANSFER STATION

- 5.1 Discussion and possible action regarding plans for Del Norte County Transfer Station floor and ramp repair by American Restore February 2-4, 2018. **200601**

Director Ward explained that the Del Norte County Transfer Station will temporarily close on Friday February 2nd at noon so these repairs can be made. This facility will re-open at 8 AM on Monday February 5th. The Gasquet Transfer Station will be open on February 4th from 10 A.M. until 4 P.M., and the Klamath Transfer Station will be open on February 5th from 10

A.M. until 4 P.M. Staff are handing out flyers to customers and will submit public service announcements to local radio stations and newspapers to announce these temporary closures.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible adoption of Ordinance 2018-01 **REPEALING ORDINANCE 97-04 AND ADOPTING NEW INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM CONSTRUCTION COST ACCOUNTING ACT. 091410**

On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority adopted Ordinance 2018-01 **REPEALING ORDINANCE 97-04 AND ADOPTING NEW INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM CONSTRUCTION COST ACCOUNTING ACT.**

- 6.2 Discussion and possible adoption of a Professional Service Agreement with Richard D. Taylor for services as Authority Treasurer/Controller. **201802**

On a motion by Commissioner Cowan, seconded by Commissioner Howard and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the Professional Service Agreement with Richard D. Taylor for services as Authority Treasurer/Controller.

- 6.3 Discussion and possible action regarding the Injury Illness Prevention Program Code of Safe Practices, revised January 2018. **091411**

Director Ward presented the IIPP and Code of Safe Practices, explaining these are living documents summarizing the Authority's safety training and programs.

7. ADJOURNMENT

Chair Inscore adjourned the meeting at 4:11 P.M. to the next Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday February 20, 2018 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

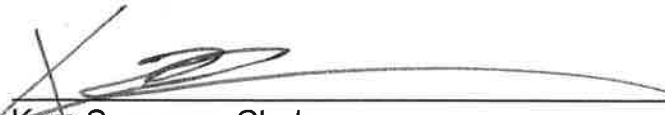
Date 2 / 20 / 18

ATTEST:


Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Date 2 / 20 / 18

Submitted:


Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date 2 / 20 / 18

