

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

**Tuesday June,20th, 2017, 3:30 PM**

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

**ABSENT:** Commissioner Lori Cowan

**ALSO PRESENT:** Joel Wallen, Hambro Waste Solutions Group  
Jeremy Herber, Recology Del Norte  
Heidi Kunstal, Director of Community Development

**3:30 PM CALL MEETING TO ORDER / ROLL CALL  
PLEDGE OF ALLEGIANCE**

**PLEDGE OF ALLEGIANCE:** The pledge was led by Chair Inscore.

**PUBLIC COMMENTS:** At 3:31 PM, Chair Inscore called for public comments. There were none.

**OPEN SESSION ITEMS:**

**1. CONSENT AGENDA:**

- 1.1 Approve minutes, Special Session, Tuesday May 23, 2017.
- 1.2 Approve a FY 16/17 budget transfer in the amount of \$10,125.00

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

**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 April 2017 **201803**
- 2.3 Claims approved by Director for May 2017 **031202**
- 2.4 Monthly Cash and Charge Reports for May 2017
- 2.5 Earned Revenue Comparisons between FY15/16 and FY16/17

Director Ward presented informational items 2.1 through 2.5.

**At 3:43 PM, Chair Inscore temporarily adjourned the meeting of Del Norte Solid Waste Management Authority Board and reconvened as the Del Norte Abandoned Vehicle Abatement Service Authority to address agenda item 7.**

**7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY**

- 7.1 Public hearing and discussion and possible action regarding the budget proposed for FY 2017/2018 for the Abandoned Vehicle Service Abatement Authority. **010203**

Del Norte County Community Development Director Heidi Kunstal presented the FY 17/18 budget for this agency. Discussion continued regarding the backlog of abandoned motor homes and trailers, which are expensive to remove and process, and it is often challenging to find the perpetrators.

On a motion by Commissioner Howard, and seconded by Commissioner Naffah, the Board unanimously approved the FY 17/18 budget as presented on a polled vote.

**At 3:51 PM, Chair Inscore adjourned the meeting as Del Norte Abandoned Vehicle Abatement Service Authority and reconvened as the Del Norte Solid Waste Management Authority.**

**3. LANDFILL POSTCLOSURE – No items**

**4. COLLECTIONS FRANCHISE**

- 4.1** Discussion and possible action regarding Collections Change Order 12, making changes to recycling services and processing subcontract requirements. **180510**

On a motion by Commissioner Howard, seconded by Commissioner Greenough, and unanimously carried on a polled vote, the Del Norte Solid Waste Management approved Collections Change Order 12. Recology Del Norte General Manager

Jeremy Herber announced that Recology was in escrow to purchase Eel River Disposal, which includes a recycling processing facility in Samoa. Recology intends to process recyclable materials collected in Del Norte at this new facility after the purchase and renovations are completed.

## **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding Draft Plans and Engineer's estimate for repair of the floor at the Del Norte County Transfer Station. **80104**

Director Ward presented the initial plans and engineer's cost estimate for this floor repair project, indicating that the next step would be to confirm with the Del Norte County Auditor that this expense could be covered using the Authority's available assets.

## **6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS**

- 6.1 Public hearing and discussion and possible adoption regarding the proposed Del Norte Solid Waste Authority budget for FY 2017/2018. **022102**

Director Ward presented the proposed Authority budget for FY 17/18, and reported regarding presentations of this budget to the Crescent City Council and the Del Norte County Board of Supervisors. On a motion by Commissioner Greenough, and seconded by Commissioner Naffah, and unanimously carried on a polled vote, the Board approved the budget for fiscal year 2017/2018 as presented.

- 6.2 Discussion and possible action regarding the Authority Work Plan for FY 2017/2018. **231501**

Director Ward presented the Authority Work Plan for FY 17/18. In discussions that followed, Commissioner Naffah requested that Authority staff present a brief history of activities associated with the Authority-owned commercially-zoned property adjacent to the Del Norte County Transfer Station at a future meeting. Chair Inscore requested that staff investigate the potential for having the lab associated with the Crescent City Wastewater Treatment Plant conduct some of the analyses associated with monitoring water quality at the Crescent City Landfill.

## 7. ADJOURNMENT

Adjourn to the next Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday July 18, 2017 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Authority, Chair Inscore adjourned the meeting at 4:24 P.M., until the Regular Meeting scheduled for July 18, 2017.

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Blake Inscore, Chair  
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

\_\_\_\_\_  
Eli Naffah, Secretary  
Del Norte Solid Waste Management Authority

Date / /

Submitted:

\_\_\_\_\_  
Katherine Brewer, Clerk  
Del Norte Solid Waste Management Authority

Date / /