

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

Regular Session, Tuesday February 21, 2017, 3:30 PM

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

ABSENT: none

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

3:30 PM CALL MEETING TO ORDER

Chair Inscore called the meeting to order in regular session at 3:30 p.m. Roll was taken with Commissioners Cowan, Greenough, Howard, Inscore, and Naffah present.

PLEDGE OF ALLEGIANCE

The pledge was led by Chair Inscore.

3:30 PM PUBLIC COMMENTS:

There were no public comments.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Regular Session, Tuesday, December 20, 2016.
- 1.2 Approve minutes, Special Session, Tuesday January 10, 2017.
- 1.3 Approve request from Sequoia Park Zoo, Tolowa Dunes Stewards, California Department of Fish and Wildlife and the US Fish and Wildlife Service for two Authority-allocated dumpsters to support the 4th Annual Scotch Broom Bash.

- 1.4 Approve final payment in the amount of \$3,150.00 to Patel & Associates for Invoice 9114, final billing for the FY 2014/2015 audit
- 1.5 Approve a FY 16/17 budget transfer in the amount of \$11,725.00. **022101**

END CONSENT AGENDA

On a motion by Commissioner 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, consisting of items 1.1 to 1.5.

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 November and December 2016.
- 2.3 Claims approved by Director for December 2016 and January 2017.
- 2.4 Monthly Cash and Charge Reports for December 2016 and January 2017.
- 2.5 Earned Revenue Comparisons between FY15/16 and FY16/17.

The above-listed reports were presented and accepted. The Chair appointed Commissioners Inscore and Howard to an Ad Hoc Committee to conduct exit interviews with the Administrative Assistant and Facilities and Programs Coordinator. On the advice of counsel, the interviews would be voluntary on the part of the employees.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Receive and file the "Second-half and Annual 2016 Water-Quality Monitoring Report for the Crescent City Landfill" as prepared by Lawrence & Associates. **230101A**

Discussion was held regarding the "Second-half and Annual 2016 Water-Quality Monitoring Report for the Crescent City Landfill".

4. COLLECTIONS FRANCHISE

- 4.1 Discussion and possible action regarding strategies to reduce trash and non-recyclable materials in recycling stream collected by Recology Del Norte, and possible appointment of two Commissioners to an Ad Hoc Recycling and Processing Committee. **180510**

Chair Inscore appointed Commissioners Inscore and Cowan to a Recycling and Processing Ad Hoc Committee.

4.2 Discussion and possible action regarding a report and request from Recology Del Norte regarding disposal of materials collected for recycling. 180510

Board Members agreed by consensus that staff should confer with Humboldt Waste Management Authority staff and/or the North Coast Recycling Market Development Zone to explore strategies and options for enhancing and/or supporting regional infrastructure for processing recyclable and compostable materials.

Discussion was held regarding options to reduce the availability of the community drop-off bins until contamination was reduced to an acceptable level or an alternative processing method was secured. Board Members agreed by consensus to bring this item back on the next agenda.

5. TRANSFER STATION

5.1 Discussion and possible action regarding Change Order 3 with Lawrence & Associates for professional services associated with the repair of the floor and scale ramps at the Del Norte County Transfer Station, for an amount not to exceed an additional \$12,838.00. 200601, 230102

The amount published on the agenda was incorrect, it should be \$13,898.00. On a motion by Commissioner Howard, seconded by Commissioner Naffah and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved Change Order 3 with Lawrence and Associates for professional services associated with the repair of the floor and scale ramps at the Del Norte County Transfer Station, for an amount not to exceed an additional \$13,898.00.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible action regarding the election of Authority Officers for 2017, including Chair, Vice-Chair and Secretary. 012104

On a motion by Commissioner Howard, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority elected Commissioner Inscore Chair for 2017.

On a motion by Commissioner Naffah, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority elected Commissioner Howard Vice-Chair for 2017.

On a motion by Commissioner Howard, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority elected Commissioner Naffah Secretary for 2017.

On a motion by Commissioner Howard, seconded by Commissioner Greenough, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority elected Rich Taylor as Treasurer/Controller.

6.2 Discussion and possible action regarding adoption of Resolution 2017-01, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY MODIFYING REGULAR MEETING DATE & TIME.

No action was taken; this Resolution was not adopted. Regular Authority Board meetings in 2017 will continue to be held on the third Tuesday of each month at the Del Norte County Board of Supervisors' Chambers, starting at 3:30 PM.

6.3 Discussion and possible action regarding proposals received to provide computer and information technology technical support and repair services. 051701

Board Members agreed by consensus to direct staff to negotiate with the proposing companies and place a negotiated agreement on the next Authority agenda for possible approval.

6.4 Discussion and possible action regarding proposals received to provide household hazardous waste event and hazardous waste disposal services. 081503

On a motion by Commissioner Naffah, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority directed staff to negotiate a contract with Clean Harbors to provide household hazardous waste event and hazardous waste disposal services.

6.5 Discussion and possible action for purchasing recycling containers for the airport using beverage container grant funds. 071802

On a motion by Commissioner Howard, seconded by Commissioner Greenough and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved purchase of recycling containers for the airport using beverage container grant funds.

6.6 Discussion and possible action regarding the Independent Auditor's Report from Patel and Associates and the Annual Financial Statements for the Del Norte Solid Waste Management Authority for the year ended June 30, 2016. 012101

Treasurer/Controller Taylor addressed Board Members to report that the auditor had given the Authority a "clean opinion", which is the desired result. On a motion by Commissioner Howard, seconded by Commissioner Greenough, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority accepted the

Independent Auditor's Report from Patel and Associates and the Annual Financial Statements for the Del Norte Solid Waste Management Authority for the year ended June 30, 2016.

6.7 Discussion and possible action regarding the Del Norte Solid Waste Management Authority Work Priorities Fiscal Year 2016-2017. 231501

Director Ward reported that he had added Item 3. "Collections Franchise and Collections System Management", due to the recycling issues currently being addressed. Item 6.2 "Promote waste prevention, reuse, composting and recycling through Youth and Family Fair and the Del Norte County Fair", was currently on hold due to the upcoming transition of the Programs and Facilities Coordinator

Commissioner Howard left the meeting at 4:25 PM.

6.8 Discussion and possible action regarding support and advocacy for SB 60 (Glazer) if amended as recommended by Californian's Against Waste. 120502

No action was taken.

7. ADJOURNMENT

Adjourn to the Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 p.m., March 21, 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, the Chair adjourned the meeting at 4:38 p.m., until the Regular Meeting on March 21, 2017.

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 / /