

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

Minutes

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

Regular Session

Tuesday July 17, 2018

3:30 PM

PRESENT:

Commissioner Blake Inscore, Chair
Commissioner Chris Howard, Vice Chair
Commissioner Jason Greenough
Commissioner Lori Cowan
Commissioner Eli Naffah
Director Tedd Ward
Legal Counsel Martha Rice (Arrived 3:41 P.M.)
Authority Clerk Kyra Seymour

ABSENT:

None

ALSO PRESENT:

Joel Wallen, 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 all commissioners as listed present.

Commissioner Cowan led the pledge of allegiance.

3:31 PM PUBLIC COMMENTS:

At 3:31 Chair Inscore asked for public comments.

Eileen Cooper (County) requested public participation in the franchise ad hoc committee, and she suggested that collecting food scraps for composting from the downtown area could reduce the quantity of material to be processed by the wastewater treatment plant, as it could reduce the amount of food put down home 'insinkerator' type in-drain garbage disposals.

Seeing no further public comments the Chair closed public comments.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Special Session, Tuesday June 12, 2018.
- 1.2 Approve payment of an inter-departmental transfer to Del Norte County for the lease of the Del Norte County Transfer Station in the amount of \$163,186.00 **022101**
- 1.3 Approve payment of a claim to the Rural Counties Environmental Services Joint Powers Authority in the amount of \$6,000.00 for membership dues 2018-2019.
- 1.4 Approve payment of a claim to U.S. Bank Corp in the amount of \$11,547.53 for credit card purchases.
- 1.5 Approve budget transfer for FY 17/18 in the amount of \$39,989.00 **022101**

Before the vote, Director Ward asked that item 1.5 be pulled as the amount had changed.

On a motion by Commissioner Howard and seconded by Commissioner Greenough and unanimously carried on a polled vote the Del Norte Solid Waste Authority approved and adopted consent agenda items 1.1 through 1.4

Item 1.5 was polled separately, due to the fact the amount had revised from the original amount of \$39,464.00 since agenda publication.

On a motion by Commissioner Howard and seconded by Commissioner Cowan and unanimously carried on a polled vote the Del Norte Solid Waste Authority approved the budget transfer for FY 17/18 in the amount of \$39,989.00

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 July 2018. **231501**
- 2.2 Treasurer / Controller Reports for May 2018
- 2.3 Claims approved by Director & Treasurer for June 2018 **031202**
- 2.4 Monthly Cash and Charge Reports for June 2018
- 2.5 Earned Revenue Comparisons between FY16/17 and FY17/18

The above listed reports were presented by Director Ward and accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE – No Items

4. COLLECTIONS FRANCHISE – No Items

5. TRANSFER STATION

- 5.1 Discussion and possible action regarding end-of-life mattress management, including the availability of mattress recycling services and the frequency of future mattress collection events at the Del Norte County Transfer Station.
130120

Following discussion, by consensus the Del Norte Solid Waste Authority Board of Commissioners directed staff to maintain current frequency of mattress collection events at the Del Norte County Transfer Station at 3 times per year, and also to send a letter to MRC regarding the Authority's continuing concerns that this producer responsibility program continues to collect funds in Del Norte County for a mattress recycling or disposal service that is not available on all days such fees are collected.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding Authority policies and procedures related to commercial accounts with unpaid account balances. **040501**

Item 6.1 taken out of order at 3:42 P.M.

By consensus, the Del Norte Solid Waste Authority Board of Commissioners directed staff to revise policies applying late fees sooner to commercial accounts with unpaid account balances, and to return to the next Authority meeting with a revised policy that could be adopted by the Authority Board.

- 6.2 Discussion and possible action regarding adoption of Authority Ordinance **2018-01 REPEALING ORDINANCE 97-04 AND ADOPTING NEW INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM CONSTRUCTION COST ACCOUNTING ACT [Public Contract Code Section 22000, et seq.]**

On a motion by Commissioner Naffah and seconded by Commissioner Howard and unanimously carried on a polled vote the Del Norte Solid Waste Authority approved the adoption of Authority Ordinance 2018-01 REPEALING ORDINANCE 97-04 AND ADOPTING NEW INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM CONSTRUCTION COST ACCOUNTING ACT [Public Contract Code Section 22000, et seq.]

7. ADJOURNMENT

Adjourn to the Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday August 21, 2018 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 4:04 P.M., until the next regular meeting on August 21, 2018 at 3:30 P.M.



Blake Inscore, Chair
Del Norte Solid Waste Management Authority

Date 08 / 21 / 2018

ATTEST:



Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Date 8 / 28 / 18

Submitted:



Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date 08, 21, 2018