

**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 October 15, 2019**

**4:00 PM**

**PRESENT:** Commissioner Lori Cowan, Chair  
Commissioner Blake Inscore  
Commissioner Chris Howard  
Commissioner Michael Tomkins  
Authority Director Tedd Ward  
Authority Clerk Kyra Seymour  
Authority Treasurer/Controller Rich Taylor  
Legal Counsel Martha Rice

**ABSENT:** Commissioner Jason Greenough

**ALSO PRESENT:** Joel Wallen, Hambro /WSG  
David Slagle CEO Hambro/ WSG  
Jeremy Herber, Recology Del Norte.

**4:00 PM CALL MEETING TO ORDER / ROLL CALL  
PLEDGE OF ALLEGIANCE**

Chair Cowan called the meeting to order.

Roll was called with all Commissioners present as listed, except for Commissioner Greenough who was absent.

The Chair led the pledge of allegiance.

**4:01 PM PUBLIC COMMENTS: ANY MEMBER OF THE PUBLIC MAY ADDRESS THE  
SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA.**

The Chair called for public comment, seeing none the Chair closed public comment.

## **OPEN SESSION ITEMS:**

### **1. CONSENT AGENDA**

- 1.1 Approve minutes, Regular Session, Tuesday 17 September 2019.
- 1.2 Receive and file letter of gratitude from 41<sup>st</sup> District Agricultural Association for the Authority's sponsorship of Family Day at the 2019 Del Norte County Fair.
- 1.3 Copy of Form 303 as submitted summarizing hazardous materials managed by the Authority during the past year. **022101**
  
- 1.4 Approve budget transfer for fiscal year 2019/2020 in the amount of \$9,619.00 **022101 (Item voted on separately)**

Director Ward noted that the agenda indicated that the amount of the budget transfer was \$9,519.00, but an additional item was added, and staff were recommending approval of an amended budget transfer in the amount of \$9,619. This item was pulled from the consent agenda for separate discussion.

On a motion by Commissioner Inscore and seconded by Commissioner Tompkins, the Board approved the consent agenda items 1.1 through 1.3 by a polled vote with Commissioner Howard voting No and all other Commissioners present voting to approve.

On a motion by Commissioner Inscore and seconded by Commissioner Cowan and approved by a polled vote with a No vote from Commissioner Howard and all other Commissioners voting to approve, the Del Norte Solid Waste Management Authority approved consent agenda item 1.4 budget transfer for fiscal year 2019/2020 in the corrected amount of \$9,619.00

### **END CONSENT AGENDA**

### **2. TREASURER'S REPORTS**

**Agenda items 2.1 through 2.5 are provided for information only**

- 2.1 Director's State of the Agency Report for October 2019. **231501, 180501**
- 2.2 Treasurer / Controller Reports for September 2019
- 2.3 Claims approved by Director & Treasurer for September 2019 **031202**
- 2.4 Monthly Cash and Charge Reports for September 2019 **022101**
- 2.5 Earned Revenue Comparisons between FY18/19 and FY19/20

The above reports were presented by Director Ward and accepted.

## **DISCUSSION/ACTION ITEMS**

### **3. LANDFILL POSTCLOSURE – No Items**

#### **4. COLLECTIONS FRANCHISE**

- 4.1 Discussion and possible action regarding including plans to restructure collections rates to address enacted, pending, and future legislation during the possible extension of the Franchise Agreement for Solid Waste and Recyclable Collection Services for Crescent City and Del Norte County, California.

The Franchise Negotiations Ad Hoc Committee comprised of Commissioners Inscore and Tompkins provided a verbal progress report regarding the status of negotiations. By consensus, the Board asked the Ad Hoc Committee and staff to incorporate plans for a rate restructuring and associated public outreach during the period of the extended Collections Franchise agreement.

#### **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding initiation of 5-year permit review for the Del Norte County Transfer Station.

Director Ward provided a status report regarding this standard permit review required for all permitted solid waste facilities. Ward reported that staff would submit the application by the submittal deadline. The Board took no action.

#### **6. GENERAL SOLID WASTE AUTHORITY MATTERS – No items**

#### **7. CLOSED SESSION ITEMS:**

- 7.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Gov't code 54957) Title: Director

The Chair recessed the regular meeting of the Del Norte Solid Waste Management Authority and convened in closed session at 4:38 P.M. The meeting reconvened at 5:20 P.M. No action was taken during the closed session.

#### **8. ADJOURNMENT**

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday November 19, 2019 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 5:20 P.M., until the regular meeting on November 19<sup>th</sup> 2019.



Lori Cowan, Chair  
Del Norte Solid Waste Management Authority

Date 11/19/19

ATTEST:



Blake Inscore, Secretary  
Del Norte Solid Waste Management Authority

Date 11/19/2019

Submitted:



Kyra Seymour, Clerk  
Del Norte Solid Waste Management Authority

Date 11/19/2019