

**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**

Regular Session Tuesday December 17, 2019 4:00 PM

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The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in Special Session. Only those items that indicate a specific time will be heard at the assigned time. All items may be taken out of sequence to accommodate public and staff availability.

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All documents referred to in this agenda are available at the Office of the Del Norte Solid Waste Management Authority at 1700 State Street in Crescent City, between the hours of 8 A.M. and 5 P.M. Monday through Friday OR online at www.recycledelnorte.ca.gov
For more information call 465-1100 or email dnswwma@recycledelnorte.ca.gov

**4:00 PM CALL MEETING TO ORDER / ROLL CALL
 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. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Regular Session, Tuesday 19 November 2019. **
- 1.2 Approve payment of claim #8602 from Clean Harbors Env. Services for services related to the annual Household Hazardous Waste Event as described on invoice 1003067957 in the amount of \$31,125.44 **
- 1.3 Approve budget transfer for fiscal year 2019/2020 in the amount of \$ 9,687.00 **

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 December 2019. **
- 2.2 Treasurer / Controller Reports for October 2019 **
- 2.3 Claims approved by Director & Treasurer for November 2019 **
- 2.4 Monthly Cash and Charge Reports for November 2019 **
- 2.5 Earned Revenue Comparisons between FY18/19 and FY19/20 **

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE – No Items

4. COLLECTIONS FRANCHISE – No Items

5. TRANSFER STATIONS

- 5.1 Discussion and possible action regarding the potential for water and septic services at small volume transfer stations in Gasquet and Klamath. **

6. GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding the Five-Year Review of Del Norte's Regional Agency Integrated Waste Management Plan. **
- 6.2 Discussion and possible action regarding adopted comments from the Del Norte Solid Waste Task Force regarding the Five-Year Review. **

7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY

- 7.1 Discussion and possible action regarding a status report of activities of the Abandoned Vehicle Abatement Service Authority since April 2019. **

8. CLOSED SESSION ITEMS:

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

9. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday January 21, 2020 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

**** Asterisks next to Agenda Item indicates an associated attachment**

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 November 19, 2019

4:00 PM

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

ABSENT: None

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

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

Chair Cowan called the meeting to order.

Roll was taken with all the Commissioners present as listed.

Commissioner Inscore led the pledge of allegiance.

4:01 PM PUBLIC COMMENTS:

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 15 October 2019.
- 1.2 Approve payment of claim 8577 to the State Water Resources Control Board for Invoice WD-0166067 in the amount of \$30,625.00 for Annual WDR Permit Fee for the Crescent City Landfill for FY 19/20.
- 1.3 Approve payment of claim 8567 to North Coast laboratories, Ltd. For Invoice 149217 in the amount of \$8,625.00 for analysis of water samples from the Crescent City Landfill.
- 1.4 Approve payment of claim 8568 to North Coast laboratories, Ltd. For Invoice 149218 in the amount of \$7,625.00 for analysis of water samples from the Crescent City Landfill.
- 1.5 Approve budget transfer for fiscal year 2019/2020 in the amount of \$461.00 **022101**

On a motion by Commissioner Howard and seconded by Commissioner Inscore 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 through 1.5.

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 November 2019. **231501**
- 2.2 Treasurer / Controller Reports for September and October 2019
- 2.3 Claims approved by Director & Treasurer for October 2019 **031202**
- 2.4 Monthly Cash and Charge Reports for September & October 2019
- 2.5 Earned Revenue Comparisons between FY18/19 and FY19/20

Director Ward presented the reports listed above, which the Board accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Status report regarding letter of October 23, 2019 from CalRecycle regarding the technical adequacy of the Non-Water Release Corrective Action Plan for the Crescent City Landfill. **022104**

Director Ward explained that this letter indicated CalRecycle's approval of that document.

4. COLLECTIONS FRANCHISE

- 4.1 Status report regarding negotiations related to the possible extension of the Franchise Agreement for Solid Waste and Recyclable Collection Services for Crescent City and Del Norte County, California. **180510**

Director Ward presented a status report on the negotiations. The Board took no action.

5. TRANSFER STATION

- 5.1 Status report regarding initiation of 5-year permit review for the Del Norte County Transfer Station. **230101B**

Director Ward explained that staff had applied to CalRecycle for the required Five-year review of the permit documents for the Del Norte County Transfer Station.

6. GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding approving the job description and adding an 'Office Technician – Solid Waste' position to the staffing chart and approving an internal recruitment for this vacant position. **160504**

By consensus, the Board directed that the proposed position be titled 'Refuse Site Attendant / Office Technician' and that the total staffing of the Authority be ten permanent employees, including the Director.

(At 4:38 P.M. the Chair called for a 2-minute break. At 4:40 PM the meeting reconvened)

- 6.2 Discussion and possible action regarding proposals received for Assessment, Cleanup, Vegetation Control and Consulting services. **191202**

On a motion by Commissioner Howard and seconded by Commissioner Greenough and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the proposal received for Assessment, Cleanup, Vegetation Control and Consulting services from DDR Consulting, directed staff to negotiate a professional services agreement based on that proposal, and to approve signatures on that agreement.

- 6.3 Discussion and possible action regarding adoption of an updated Non-Disposal Facilities Element, as approved by the Del Norte Solid Waste Task Force. **180501, 141503**

On a motion by Commissioner Howard and seconded by Commissioner Inscore and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority adopted the updated Non-Disposal Facilities Element, as approved on 07 November 2019 by the Del Norte Solid Waste Task Force.

- 6.4 Discussion and possible action regarding an informational presentation on SB 1383 and associated regulations and a status report on related advocacy. **151803**

Director Ward presented a PowerPoint regarding the many requirements of SB 1383. By consensus, the Board directed staff to draft a Request for Proposals to hire a professional services contractor to develop a plan and cost projections for SB1383 compliance in Del Norte County.

- 6.5 Discussion and possible action regarding Director's vacation request from 16 April through 03 May 2020, and possibly changing the anticipated date of the Authority meeting to 14 April 2020. **231501**

On a motion by Commissioner Howard and seconded by Commissioner Inscore and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the Director's vacation request from 16 April through 03 May 2020, and possibly changing the anticipated date of the Authority meeting to 14 April 2020.

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 5:09 P.M. No action was taken during the closed session The Chair reconvened and adjourned the meeting at 5:38 P.M..

8. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday December 17, 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 5:38 P.M. Until the regular meeting on December 17th, 2019.

Lori Cowan, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Blake Inscore, Secretary
Del Norte Solid Waste Management Authority

Date / /

Submitted:

Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date / /

Contract

AUDITOR COPY

Claim ID: 8602

Page 1 of 1

Vendor Clean Harbors Env. Services
P.O. Box 3442

Boston MA 02241-3442

Special
Warrant
Routing

PBSP Expense
 Change of Address

Vendor ID:

17979

Fund	Dept	Line	Proj	Amount	Description
422	421	20281		\$0.00	CUST# DE3042 BRANCH 6BN
				\$31,125.44	INV 1003067957 HHW DEL NORTE TEMP EVENT
Total Claim:				\$31,125.44	

1.2

I HEREBY CERTIFY THE ARTICLES OR SERVICES DESCRIBED ON THE ATTACHED INVOICES WERE NECESSARY FOR USE BY THE DEPARTMENT AND HAVE BEEN RECEIVED, AND THAT NO PRIOR CLAIM FOR SAME HAS BEEN

COPY

X

12/5/2019

Claim Date

Signature of Department Head/Authorized Deputy

REMIT TO:
Clean Harbors Env. Services
PO Box 3442
Boston, MA 02241-3442

OFFICE:
Clean Harbors Environmental Sv
4101 Industrial Way
Benicia, CA 94510
(408) 451-5000

MDG2019 00000179 01



Tedd Ward
Del Norte Solid Waste Management Authority
1700 State Street
Crescent City, CA 95531 - 0000

If you have any questions regarding this invoice, please contact your customer service representative at the telephone number listed above

JOB SITE/GENERATOR:
Del Norte Solid Waste Management Authority
1700 State Street
Crescent City, CA 95531 - 0000

RECEIVED
NOV 18 2019

EIN: 04-2698999

DNSWMA

Job Description: HHW Del Norte Temp Event 9/26-9/29/19

** Payable in USD funds **

Last Service Date	Invoice No	Customer	Branch	Sales Order	Purchase Order	Terms
30 Sep 2019	1003067957	DE3042	6BN	1905130689	No PO Needed	Net 30 Days

Last Service Date	Task	Task Type	Description	Total
30 Sep 2019	1905130689-001	GENERAL	Mobilization & Equipment Fee	\$10,000.00
15 Oct 2019	1905130689-002	GENERAL	Disposal	\$16,226.44
30 Sep 2019	1905130689-003	GENERAL	Onsite Labor	\$5,450.00
27 Sep 2019	1905130689-004	GENERAL	Terwer Park Resort CESQG Payment	\$-413.50
27 Sep 2019	1905130689-005	GENERAL	Del Norte County Schools CESQG Payment	\$-137.50

SUBTOTAL \$31,125.44

TAX \$0.00

PLEASE PAY THIS AMOUNT → INVOICE TOTAL \$31,125.44

REMIT PAYMENT BY → DUE DATE 08 Dec 2019

COPY

17979
20281

Interest will be charged at a rate of 1.5% per month for all past due amounts.

TASK 1905130689-001 - Mobilization & Equipment Fee

Item ID	Description	Fixed Price Amount	Percent Complete	Billable Amount
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30 Sep 2019

FIXD	Labor	10,000.0000	100%	\$10,000.00
SUBTOTAL				\$10,000.00
TAX				\$0.00
TASK TOTAL				\$10,000.00

TASK 1905130689-002 - Disposal

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
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28 Sep 2019

✓ 013897550FLE 1	DISPSL / LFB1	Oil / Water mixture LFB1 DUE TO LOOSEPACK LABPACK CH686844	1	55DM	1,000	55DM	156.0000	\$156.00 ✓
✓ 013897550FLE 1	DISPSL / A32	Oil / Water mixture CH686844	2	55DM	2,000	55DM	160.0000	\$320.00 ✓
✓ 013897550FLE 2	DISPSL / A32	Oil / Water mixture CH686844	2	55DF	2,000	55DF	160.0000	\$320.00 ✓
✓ 013897550FLE 3	DISPSL / LCCRQ	AEROSOLS CH384553	3	FBIN	3,000	FBIN	500.0000	\$1,500.00 ✓
✓ BOL0304217 1	DISPSL / CFL1	STRAIGHT FLUORESCENT TUBES FOR RECLAIM CFL1-DE3042	1	8FTB	792.000	FT	0.1200	\$95.04 ✓
✓ BOL0304217 1	DISPSL / CFL1	STRAIGHT FLUORESCENT TUBES FOR RECLAIM CFL1-DE3042	1	4FTB	800.000	FT	0.1200	\$96.00 ✓
✓ BOL0304217 2	DISPSL / CFL2	MISC SHAPED FLUORESCENTS(UTUBE,CIRCULAR) CH879037	1	30DF	696.000	FT	0.1200	\$83.52 ✓
✓ BOL0304217 3	DISPSL / CFL8	COMPACT FLUORESCENT LAMPS CH1913131	1	30DF	215.000	LBS	3.5000	\$752.50 ✓
✓ BOL0304217 4	DISPSL / LBD1	Alkaline Dry Cell Batteries For Reclamation (Mercury Free) LBD1	1	05DF	1,000	MIN	100.0000	\$100.00 ✓
✓ BOL0304217 4	DISPSL / LBD1	Alkaline Dry Cell Batteries For Reclamation (Mercury Free) LBD1	1	30DF	215.000	LBS	1.5000	\$322.50 ✓
✓ 013897552FLE 1	DISPSL / LCHG4	Labpack Mercury Salts And Solutions For Retort LCHG4	1	05DF	1,000	05DF	384.0000	\$384.00 ✓
✓ BOL0304216 1	DISPSL / CFL4	HID BULBS CH879038	1	30DF	24,000	EA	1.2500	\$30.00 ✓
✓ 013897551FLE 1	DISPSL / LCY1	Cylinders For Recycling LCY1	14	CYLE	1,000	55DM	654.0000	\$854.00 ✓

42 Longwater Drive
 P.O. Box 9149
 Norwell, MA 02061-9149

TASK 1905130689-002 - Disposal

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount	
✓ 013897551FLE 2	DISPSL / LCY1	Cylinders For Recycling LCY1	3	CYLE	5.000	CYLE	40.0000	\$200.00	✓
✓ 014219642FLE 1	DISPSL / FB1	FLAMMABLE LIQUID - BULK (FLB) CH384533	2	55DM	2.000	55DM	109.0000	\$218.00	✓
✓ 014219642FLE 2	DISPSL / LCCRD	FLAMMABLE LIQUID POISON LOOSEPACK (FLP) CH384539	34	55DM	34.000	55DM	205.0000	\$6,970.00	✓
✓ 014219642FLE 3	DISPSL / LPTN	FLAMMABLE SOLID CH384518	1	FBIN	1.000	FBIN	393.0000	\$393.00	✓
✓ 014219642FLE 4	DISPSL / LCCRC	POISON SOLIDS - LOOSEPACK (PS) CH384536	2	FBIN	2.000	FBIN	717.5000	\$1,435.00	✓
✓ 014219641FLE 2	DISPSL / LCCRC	Labpack Organics For Incineration LCCRC	1	55DF	1.000	55DF	205.0000	\$205.00	✓*
✓ 014219641FLE 3	DISPSL / LCCRA	Labpack Acid & Acid Compatibles For Incineration LCCRA	1	55DF	1.000	55DF	205.0000	\$205.00	✓
✓ 014219641FLE 4	DISPSL / LCCRB	Labpack Basic & Basic Compatibles For Incineration LCCRB	1	55DF	1.000	55DF	205.0000	\$205.00	✓
✓ 014219641FLE 5	DISPSL / LCCRB	Labpack Basic & Basic Compatibles For Incineration LCCRB	1	55DF	1.000	55DF	205.0000	\$205.00	✓
✓ 014219641FLE 6	DISPSL / LCCRB	Labpack Basic & Basic Compatibles For Incineration LCCRB	1	55DF	1.000	55DF	205.0000	\$205.00	✓
✓ 014219641FLE 8	DISPSL / LCCRD	Labpack Flammables For Incineration LCCRD	1	05DF	1.000	05DF	105.0000	\$105.00	✓
✓ 014219641FLE 9	DISPSL / LCCRO	Labpack Oxidizers For Incineration LCCRO	1	05DF	1.000	05DF	114.0000	\$114.00	✓
✓ 014219641FLE 10	DISPSL / LCHSL	PCB LIGHT BALLAST CH384548	1	05DF	1.000	05DF	104.0000	\$104.00	✓
✓ 014219641FLE 11	DISPSL / LRCTD	Labpack Reactive Flammables For Incineration LRCTD	1	05DF	1.000	05DF	136.0000	\$136.00	✓
✓ 014219641FLE 12	DISPSL / LCCRC	Labpack Organics For Incineration LCCRC	1	05DF	1.000	05DF	105.0000	\$105.00	✓
✓ 014219641FLE 13	DISPSL / LCCRC	Labpack Organics For Incineration LCCRC	1	05DF	1.000	05DF	105.0000	\$105.00	✓
✓ 014219641FLE 14	DISPSL / CAXI	Potassium permanganate CH1915493	1	55DF	1.000	55DF	462.8800	\$462.88	✓
	EMANIFEST	E-Manifest Fee			5.000	EA	10.0000	\$50.00	✓
	MATERIAL2	Toll Fee			1.000	EA	0.0000	\$0.00	

09 Oct 2019

15 Oct 2019

Invoice Date: 08 Nov 2019

COPY

Approved for this activity by: ADDRESS IS

TASK 1905130689-002 - Disposal

Manifest Info	Item ID	Description	Manifest Qty	Manifest UOM	Billing Qty	Billing UOM	Unit Price	Amount
	NODATE	Missing PCB Out Of Service Date			1.000	EA	300.0000	No Charge
							SUBTOTAL	\$16,226.44
							TAX	\$0.00
							TASK TOTAL	\$16,226.44

TASK 1905130689-003 - Onsite Labor

Item ID	Description	Fixed Price Amount	Percent Complete	Billable Amount
30 Sep 2019				
FIXD	Onsite Labor	5,450.0000	100%	\$5,450.00
				SUBTOTAL
				\$5,450.00
				TAX
				\$0.00
				TASK TOTAL
				\$5,450.00

TASK 1905130689-004 - Terwer Park Resort CESQG Payment

Item ID	Description	Fixed Price Amount	Percent Complete	Billable Amount
27 Sep 2019				
FIXD	Terwer Park Resort CESQG Payment	-413.5000	100%	-\$413.50
				SUBTOTAL
				-\$413.50
				TAX
				\$0.00
				TASK TOTAL
				-\$413.50

TASK 1905130689-005 - Del Norte County Schools CESQG Payment

Item ID	Description	Fixed Price Amount	Percent Complete	Billable Amount
27 Sep 2019				
FIXD	Del Norte County Schools CESQG Payment	-137.5000	100%	-\$137.50
				SUBTOTAL
				-\$137.50
				TAX
				\$0.00
				TASK TOTAL
				-\$137.50

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Del Norte County Budget Transfer Request FY 19/20

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Solid Waste	422	421	10010	Payroll	\$ 3,728	
Solid Waste	422	421	20110	Clothing		\$ 60
Solid Waste	422	421	20180	Maint-Structures/Improvements & TS Maint		\$ 6,000
Solid Waste	422	421	20221-072	Printing - DOC Grant 18/19	\$ 3,000	
Solid Waste	422	421	20240-072	Advertising - DOC Grant 18/19		\$ 3,000
Solid Waste	422	421	20251	Lease - Gasquet Transfer Station		\$ 9
Solid Waste	422	421	20240-069	Advertising - DOC Grant 171/8	\$ 375	
Solid Waste	422	421	20290-069	Travel - DOC Grant 17/18		\$ 518
Solid Waste	422	421	20285-069	Spec Dept Exp - DOC Grant 17/18	\$ 143	
Solid Waste	422	421	70910-123	Ops Trans Out Bad Check Fee		\$ 100
Solid Waste	422	421	91127	Liability Insurance Recovery	\$ 2,441	
Total Amounts					\$ 9,687	\$ 9,687

Department complete and send to Auditor's Office for transfer number before

Total Amounts

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why


 Department Head Signature

12 DEC 2019

Date

Auditor's Office: Sufficient balances exist per above
 (Under \$100 Auditor's Office approves)

Deputy Auditor-Controller _____

Date _____

TR No. _____ Budget Revision No. _____

Includes Revenue Appropriation _____ Requires 4/5ths Vote

County Administrative Officer:

(Under \$1000 - CAO approves)

Recommendation:

Approve _____

Deny _____

Submit for Board approval _____

County Administrative Officer _____

Date _____

Passed by Board of Commissioners of the Del Norte Solid Waste Management Authority on 17 December 2019

Ayes:

Noes:

Absent:

Attest: Clerk of the Board

By: _____
 Kyra Seymour

 Lori Cowan, Chair
 Del Norte Solid Waste Management Authority

1.3



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

Director's Report

Date: 12 December 2019
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Director *Tedd*
Reporting Period: 15 November – 12 December 2019

File Number: 231501 – Authority Work Plans

Summary: The Del Norte Solid Waste Management Authority continues to operate the Klamath, Gasquet and Del Norte County Transfer Stations and to provide required monitoring, accounting and reports to overseeing agencies. Authority staff provide these services without any financial support from the City of Crescent City or the County of Del Norte, and without receiving a penny of taxes. Rates charged at Authority-managed facilities continue to be lower than other similar facilities in Humboldt and Curry Counties.

The Del Norte County Transfer Station will be closed for Christmas on Wednesday 25 December 2019, and on New Year's Day Wednesday 01 January 2020. Recology Del Norte Customers who normally have collections on Thursday or Friday will have their collections services delayed by one day during both of those weeks.

Consent Agenda Item 1.2 is a claim to pay Clean Harbors Environmental Services for their staffing, transport, and disposal services associated with the annual household hazardous waste collection event. All claims over \$5,000, except regular payments to Hambro/WSG and to the County for transfer station loan expenses, require Board approval even for budgeted expenses.

Consent Agenda Items 1.3 is a budget transfer that for the most part duplicates the budget transfer approved in October. While the Auditor's office requests that budget transfers be in whole dollar amounts, they do not allow negative balances, even in pennies. One of the budget line adjustments needed to be a dollar more. Thus, none of the entries from that budget transfer have been entered. Staff have rescinded that budget transfer and request that this one be adopted instead. There was also a small increase in the lease amount for the Gasquet Transfer Station, so that budget line was adjusted accordingly.

Transfer Stations: Agenda Item 5.1 is a summary description of the process needed to bring utilities to the small volume transfer stations in Gasquet and/or Klamath.

Compliance: Agenda Item 6.1 is the Five-Year Review of Del Norte's Regional Agency Integrated Waste Management Plan describing our reuse, hazardous waste,

recycling and composting programs, including the revised Non-Disposal Facilities Element as approved at the last meeting.

Agenda Item 6.2 is the required comment letter on the Five-Year Review, adopted by the Del Norte Solid Waste Task Force, and to be submitted as Attachment B to the Five Year Review. The version of the letter included with this agenda is a working draft, and the Task Force will meet on 12 December 2019 to discuss and possibly adopt a final version of this letter. As Task Force Chair Craig Strong was unavailable, Vice-Chair Joel Wallen is planning to present a verbal summary of the adopted comments at the meeting.

Abandoned Vehicle Abatement Authority: **Agenda Item 7.1** is a status report of AVA activities since April 2019. County Code Enforcement Officer Dominic Mello is planning on presenting an oral report on this item.

Personnel: The second and final round of interviews to hire a refuse site attendant are scheduled for 16 December 2019. Staff intend to start the internal recruitment process for the new position of Refuse Site Attendant / Office Technician over the next two months.

Closed Session Item 8.1 is for the Board to discuss and evaluate the Authority Director's performance during the past year.

Solid Waste
Balance Sheet
 October 31, 2019

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	1,150,561.62
422 010 00300	Imprest Cash	3,500.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 01100	Accounts Receivable	4,226.45
422 010 03200	Land	493,000.00
422 010 03300	Transfer Station	3,266,990.64
422 010 03400	Equipment	158,443.55
422 010 03410	Buildings & Improvements	141,638.89
422 010 03440	Accum Depr Equipment	(158,444.00)
422 010 03450	Accum Depr Bldg & Improv	(223,435.00)
422 010 03460	Accum Depr Transfer Station	(1,082,227.00)
	Total Assets	<u><u>3,952,432.32</u></u>

LIABILITIES AND FUND EQUITY

422 010 05105	Sales Tax Payable	161.45
422 010 05210	Sublease Payable	2,513,212.50
422 010 05300	Compensated Absences Payable	57,426.74
422 010 05400	Deferred Revenue	3,391.58
422 010 05500	Post Closure Liability	2,046,994.00
422 010 05600	Net OPEB Obligation	423,573.00
422 010 07100	Fund Balance	(1,783,505.02)
422 010 09600	Investment in Capital Assets net of related debt	671,843.00
	Revenue	1,143,466.22
	Expenditure	(1,124,131.15)
	Total Liabilities and Fund Equity	<u><u>3,952,432.32</u></u>

RECEIVED
 NOV 22 2019

DNSWMA

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of December 1, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
A	192.40	0.00	0.00	0.00	0.00	192.40
A	49.93	0.00	0.00	0.00	0.00	49.93
A	21.84	0.00	0.00	0.00	0.00	21.84
A	66.26	3,211.53	662.63	0.00	0.00	3,940.42
B	44.91	0.00	0.00	0.00	0.00	44.91
B	382.96	0.00	0.00	0.00	0.00	382.96
B	41.29	0.00	0.00	0.00	0.00	41.29
B	228.10	324.52	393.72	186.10	0.00	1,132.44
C	0.00	10.77	0.00	0.00	0.00	10.77
C	32.30	0.00	0.00	0.00	0.00	32.30
C	263.00	112.27	0.00	0.00	0.00	375.27
C	25.14	0.00	0.00	0.00	0.00	25.14
C	0.00	0.01	0.00	0.00	0.00	0.01
C	350.16	625.97	66.34	0.00	0.00	1,042.47
C	233.77	0.00	0.00	0.00	0.00	233.77
C	51.38	24.61	0.00	0.00	0.00	75.99
C	1,116.19	512.41	0.00	0.00	0.00	1,628.60
C	61.83	74.13	0.00	0.00	0.00	135.96
C	307.61	0.00	0.00	0.00	0.00	307.61
C	58.44	0.00	0.00	0.00	0.00	58.44
C	24.60	0.00	0.00	0.00	0.00	24.60
C	55.47	0.00	0.00	0.00	0.00	55.47
C	16.92	0.00	0.00	0.00	0.00	16.92
D	119.24	508.89	0.00	0.00	0.00	628.13
D	75.00	0.00	0.00	0.00	0.00	75.00
D	49.84	0.00	0.00	0.00	0.00	49.84
D	91.73	0.00	0.00	0.00	0.00	91.73
D	41.24	19.82	0.00	0.00	0.00	61.06
D	91.57	0.00	0.00	0.00	0.00	91.57
D	2,722.24	0.00	0.00	0.00	0.00	2,722.24
D	0.00	0.00	117.97	0.00	1,561.89	1,679.86
E	488.16	0.00	0.00	0.00	0.00	488.16
E	8.00	0.00	0.00	0.00	0.00	8.00
E	114.31	20.29	0.00	0.00	0.00	134.60
F	8.00	0.00	0.00	0.00	0.00	8.00
F	50.75	0.00	0.00	0.00	0.00	50.75
G	528.74	0.00	0.00	0.00	0.00	528.74
G	21.15	0.00	0.00	0.00	0.00	21.15
G	115.35	0.00	0.00	0.00	0.00	115.35
G	139.38	86.34	0.00	0.00	0.00	225.72
G	120.64	0.00	0.00	0.00	0.00	120.64
H	38.12	0.00	0.00	0.00	0.00	38.12
H	18.13	0.00	181.28	0.00	0.00	199.41
H	350.50	0.00	0.00	0.00	0.00	350.50
H	70.76	130.72	0.00	0.00	0.00	201.48
H	32.30	0.00	0.00	0.00	0.00	32.30
I	89.51	0.00	0.00	0.00	0.00	89.51
J	231.01	0.00	0.00	0.00	0.00	231.01
K	92.35	0.00	0.00	0.00	0.00	92.35
K	654.37	0.00	0.00	0.00	0.00	654.37
L	9.23	17.23	0.00	0.00	0.00	26.46
L	0.00	161.49	0.00	0.00	0.00	161.49
L	72.47	194.11	0.00	0.00	0.00	266.58

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of December 1, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
M	0.00	12.10	0.00	0.00	0.00	12.10
M	133.80	0.00	0.00	0.00	0.00	133.80
M	0.00	712.09	0.00	0.00	0.00	712.09
M	50.76	0.00	0.00	0.00	0.00	50.76
M	16.00	0.00	0.00	0.00	0.00	16.00
N	263.81	0.00	0.00	0.00	0.00	263.81
N	32.90	0.00	0.00	0.00	0.00	32.90
N	127.10	0.00	0.00	0.00	0.00	127.10
N	239.93	0.00	0.00	0.00	0.00	239.93
P	0.00	562.90	0.00	0.00	0.00	562.90
P	80.83	0.00	0.00	0.00	0.00	80.83
P	724.40	0.00	0.00	0.00	0.00	724.40
P	16.92	0.00	0.00	0.00	0.00	16.92
P	157.47	0.00	0.00	0.00	0.00	157.47
P	9.23	0.00	0.00	0.00	0.00	9.23
P	0.00	865.89	0.00	0.00	0.00	865.89
P	53.41	0.00	0.00	0.00	0.00	53.41
P*****COLLECTIONS*****	0.00	0.00	35.82	10.44	635.90	682.16
R	393.74	0.00	0.00	0.00	0.00	393.74
R	108,595.58	0.00	0.00	0.00	0.00	108,595.58
R	12,505.47	0.00	0.00	0.00	0.00	12,505.47
R	10,778.28	10,374.19	0.00	0.00	0.00	21,152.47
R	1,636.81	0.00	0.00	0.00	0.00	1,636.81
R*COLLECTIONS*	0.00	0.00	0.00	0.00	1,503.53	1,503.53
R	173.79	216.20	0.00	0.00	0.00	389.99
R	158.41	0.00	0.00	0.00	0.00	158.41
R	0.00	98.43	0.00	0.00	0.00	98.43
R	177.18	0.00	0.00	0.00	0.00	177.18
R	40.30	8.00	0.00	0.00	0.00	48.30
S	1,891.73	0.00	0.00	0.00	0.00	1,891.73
S	30.76	193.28	0.00	0.00	0.00	224.04
S	12.81	0.00	0.00	0.00	0.00	12.81
S	8.00	0.00	0.00	0.00	0.00	8.00
S	23.68	0.00	0.00	0.00	0.00	23.68
S	75.87	0.00	0.00	0.00	0.00	75.87
S	7,753.06	0.00	0.00	0.00	0.00	7,753.06
S	64.60	0.00	0.00	0.00	0.00	64.60
T	111.50	0.00	0.00	0.00	0.00	111.50
T	67.67	0.00	0.00	0.00	0.00	67.67
T	618.08	1,367.80	0.00	0.00	0.00	1,985.88
T	90.74	22.87	0.00	0.00	0.00	113.61
V	1,424.19	1,050.45	0.00	0.00	0.00	2,474.64
Y	721.05	0.00	0.00	0.00	0.00	721.05
Y*****HOLD*****	1.22	1.91	4.12	11.61	150.70	169.56
TOTAL	159,329.67	21,521.22	1,461.88	208.15	3,852.02	186,372.94

CLAIMS APPROVED BY THE DIRECTOR					
Del Norte Solid Waste Management Authority					
Claims for November 2019					
<i>Date Paid</i>	<i>Paid to:</i>	<i>Budget</i>	<i>Amt. Paid</i>	<i>Description</i>	<i>Claim #</i>
11/1/2019	North Coast Laboratories, Ltd.	20232	\$ 150.00	INV 149219 EPA 8082, 1	8571
	North Coast Laboratories, Ltd.	20232	\$ 120.00	INV 149219 Tin, 2	
	North Coast Laboratories, Ltd.	20232	\$ 170.00	INV 149219 Total Cyanide-Water, 2	
	North Coast Laboratories, Ltd.	20232	\$ 160.00	INV 149219 TPH as Diesel/Motor Oil, 2	
	North Coast Laboratories, Ltd.	20232	\$ 150.00	INV 149219 Triazine Pesticides, 1	
	North Coast Laboratories, Ltd.	20232	\$ 60.00	INV 149219 Turbidity, 2	
	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149219 ELAP Fee, 1	
	North Coast Laboratories, Ltd.	20232	\$ 70.00	INV 149219 Alkalinity, 2	
	North Coast Laboratories, Ltd.	20232	\$ 110.00	INV 149219 Anions by Ion Chromatography, 2	
	North Coast Laboratories, Ltd.	20232	\$ 160.00	INV 149219 Sulfide-Dissolved, 2	
	North Coast Laboratories, Ltd.	20232	\$ 230.00	INV 149219 Chlorinated Herbicides, 1	
	North Coast Laboratories, Ltd.	20232	\$ 300.00	INV 149219 Subout 2, 1	
	North Coast Laboratories, Ltd.	20232	\$ 500.00	INV 149219 EPA 8260 Subcontracted, 2	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149219 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 20.00	INV 149219 ICAP Metals, 2	
	North Coast Laboratories, Ltd.	20232	\$ 380.00	INV 149219 ICP-MS Metals, 2	
	North Coast Laboratories, Ltd.	20232	\$ 20.00	INV 149219 Mercury, 2	
	North Coast Laboratories, Ltd.	20232	\$ 60.00	INV 149219 Metals Filtration, 4	
	North Coast Laboratories, Ltd.	20232	\$ 70.00	INV 149219 Nitrate and/or Nitrite, 2	
	North Coast Laboratories, Ltd.	20232	\$ 300.00	INV 149219 Subcontracted Analysis, 1	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149219 Chemical Oxygen Demand, 2	
11/1/2019	Efficiency Delivery	20280	\$ 30.00	INV 499461 Delivery to North Coast Labs 10/23/19	8572
	Efficiency Delivery	20280	\$ 30.00	INV 499460 Delivery to North Coast Labs 10/22/19	
	Efficiency Delivery	20280	\$ 30.00	INV 499459 Delivery to North Coast Labs 10/11/19	
	Efficiency Delivery	20280	\$ 30.00	INV 499457 Delivery to North Coast Labs 10/08/19	
11/1/2019	Taylor, Richard D	20235	\$ 440.00	Treasurer/Controller Services Oct 2019	8573
11/6/2019	DNC Community Development	20301	\$ 375.00	5-Year Review	Interdepartmental
11/12/2019	Crescent Ace Hardware	20239-001	\$ 53.75	INV 794859 Rental Taxable Pump/ Trash 2" w/1 Suc 1	8574
	Crescent Ace Hardware	20239-001	\$ 5.00	INV 794859 Rental Damage Waver	
	Crescent Ace Hardware	20239-001	\$ 1.06	INV 794203 Bolt Eye w/Nut 1/4"x2 63, 1	
	Crescent Ace Hardware	20239-001	\$ 10.74	INV 794203 Paracord 550 YLW 5/32x50, 1	
	Crescent Ace Hardware	20239-001	\$ 18.27	INV 794203 Mini LED Flashlight htpnk, 1	
	Crescent Ace Hardware	20239-001	\$ 8.59	INV 794203 Round Base Magnet 95#PULL, 1	
	Crescent Ace Hardware	20239-001	\$ (16.13)	INV 794199 Rental Taxable Credit Return Pump/ Tras	
	Crescent Ace Hardware	20239-001	\$ (0.89)	INV 794199 Environmental Fee Credit Return	
	Crescent Ace Hardware	20239-001	\$ (1.50)	INV 794199 Rental Damage Waver Credit Return	
	Crescent Ace Hardware	20239-001	\$ 53.75	INV 794137 Rental Taxable Pump/ Trash 2" w/1 Suc 1	
	Crescent Ace Hardware	20239-001	\$ 2.96	INV 794137 Environmental Fee	
	Crescent Ace Hardware	20239-001	\$ 5.00	INV 794137 Rental Damage Waver	
11/12/2019	U S Bank Corp P S	20290	\$ 16.00	Parking Sacramento 10/17/2019	8575
	U S Bank Corp P S	20110	\$ 111.35	ORD FS3910322-SO Blaklader Hi-Vis Rain Pants 4XL	
	U S Bank Corp P S	20110	\$ 68.98	ORD FS3910322-SO PIP Hvy Duty Rain Jacket 4XL	
	U S Bank Corp P S	20110	\$ 111.35	ORD FS3910322-SO Blaklader Hi-Vis Rain Pants Med	
	U S Bank Corp P S	20110	\$ 68.98	ORD FS3910322-SO PIP Hvy Duty Rain Jacket Medium	
	U S Bank Corp P S	20110	\$ 13.39	ORD FS3910322-SO Radians SV6G Safety Vest Medium	
11/12/2019	DNC Auditor	20237	\$ 3,932.00	Debit/Credit Mo. October 2019	Interdepartmental
11/14/2019	Hambro/Waste Solutions Group	20239	\$ 205,804.41	INV 2019-10 Materials Management Oct 2019	8576
11/15/2019	DNC Auditor	20297	\$ 54.41	C. Renner Petroleum fuel charges 10/16-31/19	Interdepartmental
11/18/2019	G.H. Outreach	20285	\$ 120.00	INV 062096 Oct 2019 Recycling Services	8578
11/18/2019	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149499 ELAP Fee, 1	8579
	North Coast Laboratories, Ltd.	20232	\$ 640.00	INV 149499 Subcontracted Analysis, 4	
	North Coast Laboratories, Ltd.	20232	\$ 140.00	INV 149499 Nitrate and/or Nitrite, 4	

	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149499 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 560.00	INV 149499 EPA 8260B, 4	
	North Coast Laboratories, Ltd.	20232	\$ 900.00	INV 149499 DNSWA Groundwater Dissolved Metals, 4	
	North Coast Laboratories, Ltd.	20232	\$ 200.00	INV 149499 Chemical Oxygen Demand, 4	
	North Coast Laboratories, Ltd.	20232	\$ 220.00	INV 149499 Anions by Ion Chromatography, 4	
	North Coast Laboratories, Ltd.	20232	\$ 140.00	INV 149499 Alkalinity, 4	
11/18/2019	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149500 ELAP Fee, 1	8580
	North Coast Laboratories, Ltd.	20232	\$ 640.00	INV 149500 Subcontracted Analysis, 4	
	North Coast Laboratories, Ltd.	20232	\$ 140.00	INV 149500 Nitrate and/or Nitrite, 4	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149500 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 560.00	INV 149500 EPA 8260B, 4	
	North Coast Laboratories, Ltd.	20232	\$ 900.00	INV 149500 DNSWA Groundwater Dissolved Metals, 4	
	North Coast Laboratories, Ltd.	20232	\$ 200.00	INV 149500 Chemical Oxygen Demand, 4	
	North Coast Laboratories, Ltd.	20232	\$ 220.00	INV 149500 Anions by Ion Chromatography, 4	
	North Coast Laboratories, Ltd.	20232	\$ 140.00	INV 149500 Alkalinity, 4	
11/19/2019	Hambro/Waste Solutions Group	20171	\$ 322.48	INV 77743 Replace Plugs & Wires, 4-Runner	8581
11/19/2019	Curry Transfer Roto-Rooter	20140	\$ 173.07	INV 66028747 KTS PortaPotty Oct 2019	8582
	Curry Transfer Roto-Rooter	20140	\$ 106.42	INV 66028746 GTS PortaPotty Oct 2019	
11/19/2019	Butcher, Andrew	20231	\$ 750.00	INV 000008-R-0004 IT Services Dec 2019	8583
11/19/2019	Country Media, Inc.	20240	\$ 5.16	Oct Stmt Service Chg	8584
	Country Media, Inc.	20240-064	\$ 160.70	INV 395296 Oil Recycling Ad, 10/26/19, 1	
	Country Media, Inc.	20240-064	\$ 160.70	INV 393682 Oil Recycling Ad, 10/19/19, 1	
	Country Media, Inc.	20240-064	\$ 160.70	INV 392395 Oil Recycling Ad, 10/12/19, 1	
	Country Media, Inc.	20240-064	\$ 160.70	INV 391079 Oil Recycling Ad, 10/05/19, 1	
	Country Media, Inc.	20240	\$ 97.00	INV 391078 Thank You, Tansy Games Ad, 10/05/19, 1	
11/19/2019	Recology Del Norte	20238	\$ 1,045.05	INV 4057 Klamath Beach Rd 10/19 Bin Pull	8585
	Recology Del Norte	20238	\$ 418.02	INV 4056 Old Gasquet Toll Rd 10/19 Bin Pull	
11/20/2019	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149562 ELAP Fee; 1	8586
	North Coast Laboratories, Ltd.	20232	\$ 50.00	INV 149562 Chemical Oxygen Demand, 1	
	North Coast Laboratories, Ltd.	20232	\$ 70.00	INV 149563 Nitrate and/or Nitrite, 2	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149563 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 280.00	INV 149563 EPA 8260B, 2	
	North Coast Laboratories, Ltd.	20232	\$ 450.00	INV 149563 DNSWMA Groundwater Dissolved Metals, 2	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149563 Chemical Oxygen Demand, 2	
	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149563 ELAP Fee, 1	
	North Coast Laboratories, Ltd.	20232	\$ 70.00	INV 149563 Alkalinity, 2	
	North Coast Laboratories, Ltd.	20232	\$ 35.00	INV 149567 Alkalinity, 1	
	North Coast Laboratories, Ltd.	20232	\$ 30.00	INV 149562 Turbidity, 1	
	North Coast Laboratories, Ltd.	20232	\$ 40.00	INV 149562 Settleable Solids, 1	
	North Coast Laboratories, Ltd.	20232	\$ 35.00	INV 149562 Nitrate and/or Nitrite, 1	
	North Coast Laboratories, Ltd.	20232	\$ 70.00	INV 149562 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149562 EPA 8260B, 1	
	North Coast Laboratories, Ltd.	20232	\$ 210.00	INV 149562 EPA 1664-Oil and Grease, 1	
	North Coast Laboratories, Ltd.	20232	\$ 225.00	INV 149562 DNSWA Groundwater Dissolved Metals, 1	
	North Coast Laboratories, Ltd.	20232	\$ 110.00	INV 149563 Anions by Ion Chromatography, 2	
	North Coast Laboratories, Ltd.	20232	\$ 15.00	INV 149567 Metals Filtration, 1	
	North Coast Laboratories, Ltd.	20232	\$ 30.00	INV 149567 Turbidity, 1	
	North Coast Laboratories, Ltd.	20232	\$ 80.00	INV 149567 TPH as Diesel/Motor Oil, 1	
	North Coast Laboratories, Ltd.	20232	\$ 85.00	INV 149567 Total Cyanide-Water, 1	
	North Coast Laboratories, Ltd.	20232	\$ 60.00	INV 149567 Tin, 1	
	North Coast Laboratories, Ltd.	20232	\$ 80.00	INV 149567 Sulfide-Dissolved, 1	
	North Coast Laboratories, Ltd.	20232	\$ 300.00	INV 149567 Subcontracted Analysis, 1	
	North Coast Laboratories, Ltd.	20232	\$ 320.00	INV 149563 Subcontracted Analysis, 2	
	North Coast Laboratories, Ltd.	20232	\$ 35.00	INV 149567 Nitrate and/or Nitrite, 1	
	North Coast Laboratories, Ltd.	20232	\$ 5.00	INV 149567 ELAP Fee, 1	
	North Coast Laboratories, Ltd.	20232	\$ 225.00	INV 149567 ICAP/ICPMS Metals for 5 Year COC, 1	

	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 149567 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 250.00	INV 149567 EPA 8260 Subcontracted, 1	
	North Coast Laboratories, Ltd.	20232	\$ 150.00	INV 149567 EPA 8082, 1	
	North Coast Laboratories, Ltd.	20232	\$ 230.00	INV 149567 Chlorinated Herbicides, 1	
	North Coast Laboratories, Ltd.	20232	\$ 30.00	INV 149567 Chemical Oxygen Demand, 1	
	North Coast Laboratories, Ltd.	20232	\$ 55.00	INV 149567 Anions by Ion Chromatography, 1	
	North Coast Laboratories, Ltd.	20232	\$ 300.00	INV 149567 Subcontracted Analysis, 1	
11/20/2019	DNC Information Technology	20230	\$ 34.96	INV 87 Labor, Board Meeting 11/19/19	Interdepartmental
11/21/2019	United States Cellular	20121	\$ 100.07	INV 0339703522 11/04-12/03/19 Cell Service	8587
11/21/2019	Canon Financial Services, Inc.	20221	\$ 50.76	INV 20778157 Printing Charges Oct 2019	8588
	Canon Financial Services, Inc.	20250	\$ 142.02	INV 20778157 Contract Rental Charges Nov 2019	
11/21/2019	DNC Auditor	20297	\$ 105.46	C. Renner Petroleum fuel charges 10/01-15/19	Interdepartmental
11/25/2019	Mission Linen Supply	20140	\$ 30.86	INV 511209253 Linen Service 11/19/19	8589
	Mission Linen Supply	20140	\$ 30.86	INV 511110601 Linen Service 11/05/19	
11/25/2019	Butcher, Andrew	20236	\$ 550.00	INV 000167 Unview IPC268ER9-DZ, 1	8590
11/25/2019	Stillwater Sciences	20231	\$ 1,642.25	INV 7870008 PRO 787.00 Sep 30-Nov 3, 2019 Services	8591
11/25/2019	KFUG Radio	20240	\$ 1,500.00	INV 11/01/19-8 Underwriting 10/19-03/20	8592
11/25/2019	SWRCB Accounting Office	20301	\$ 150.00	INV SW-0183956 Annual Permit Fees 10/1/19-9/30/20	8593
11/25/2019	Recology Del Norte	20288	\$ 290.17	BILL 05701909 900 Tenth St - City Yard	8594
	Recology Del Norte	20283	\$ 525.88	BILL 05701891 500 Cooper Ave - County Yard	
	Recology Del Norte	20288	\$ 812.00	BILL 05701875 1001 Front St - Cultural Cntr	
11/27/2019	Crescent Ace Hardware	20239-001	\$ (16.13)	INV 799356 Rental Chainsaw/14" w/Fuel CR Return, 1	8595
	Crescent Ace Hardware	20239-001	\$ (0.89)	INV 799356 Environmental Fee CR Return, 1	
	Crescent Ace Hardware	20239-001	\$ (1.50)	INV 799356 Rental Damage Waiver CR Return, 1	
	Crescent Ace Hardware	20239-001	\$ 43.00	INV 799346 Rental Chainsaw/14" w/Fuel, 1	
	Crescent Ace Hardware	20239-001	\$ 2.37	INV 799346 Environmental Fee, 1	
	Crescent Ace Hardware	20239-001	\$ 4.00	INV 799346 Rental Damage Waiver, 1	
	Crescent Ace Hardware	20239-001	\$ (16.13)	INV 798225 Rental Chainsaw/14" w/Fuel CR Return, 1	
	Crescent Ace Hardware	20239-001	\$ (1.50)	INV 798225 Rental Damage Waiver CR Return, 1	
	Crescent Ace Hardware	20239-001	\$ 43.00	INV 798143 Rental Chainsaw/14" w/Fuel, 1	
	Crescent Ace Hardware	20239-001	\$ 4.00	INV 798143 Rental Damage Waiver, 1	
	Crescent Ace Hardware	20239-001	\$ 12.89	INV 797043 Organizer Tool/Garage 8", 1	
	Crescent Ace Hardware	20239-001	\$ 21.49	INV 797043 JB Clearweld Epoxy 8Oz, 1	
	Crescent Ace Hardware	20239-001	\$ 48.36	INV 797043 Professional Respirator, 1	
11/27/2019	Taylor, Richard D	20235	\$ 680.00	Treasurer/Controller Services Nov 2019	8596
11/30/2019	DNC Information Technology	20223	\$ 54.33	Postage, Oct 2019	Interdepartmental
11/30/2019	DNC Auditor	70530-199	\$ 30,239.00	Interfund Cost Plan Jul-Oct 2019	Interdepartmental
	TOTAL		\$ 265,398.05		

DNSWMA			
GRAND TOTALS			
November 2019			
	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	33.47%	
DNCTS Cash Total	30,558.42	15,373.37	45,931.79
DNCTS Charge Total	110,166.01	55,422.46	165,588.47
DNCTS Credit/Debit	30,490.09	15,339.00	45,829.09
DNCTS Adjustment	-1,437.67	1,437.67	0.00
DNCTS Totals	169,776.85	87,572.50	257,349.35
Klamath Cash Total		3,674.26	3,674.26
Klamath Charge Total		0.00	0.00
Klamath Adjustment			
Klamath Totals		3,674.26	3,674.26
Gasquet Cash Total		1,663.20	1,663.20
Gasquet Charge Total		21.15	21.15
Gasquet Adjustment			
Gasquet Totals		1,684.35	1,684.35
GRAND TOTALS	169,776.85	92,931.11	262,707.96

MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: NOVEMBER 2019

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53%	91003	33.47%	91004	20286	Total	
1	\$ 2,217.78	\$ 104.42	\$ 2,322.20	\$ 951.10	\$ 200.91	\$ 95.33	\$ 8.00	\$ 1,247.34	\$ 5,812.88	\$ 9,382.42	\$ 1,544.96	\$ 777.24	\$ 49.68	\$ 2,371.88			
2	\$ 1,631.69	\$ 105.13	\$ 1,736.82	\$ 1,475.39	\$ 55.14	\$ 8.00	\$ 8.00	\$ 1,546.53	\$ 442.66	\$ 3,726.01	\$ 1,155.51	\$ 581.31	\$ 9.10	\$ 2,456.92			
3	\$ 2,422.64	\$ 33.17	\$ 2,455.81	\$ 2,080.26	\$ 15.38	\$ 8.00	\$ 99.97	\$ 2,195.61	\$ 1,089.08	\$ 5,740.50	\$ 1,633.85	\$ 821.96	\$ 90.90	\$ 2,456.71			
4	\$ 1,895.92	\$ 182.93	\$ 2,078.85	\$ 1,318.26	\$ 124.23	\$ 83.05	\$ 30.76	\$ 1,556.30	\$ 9,104.16	\$ 12,739.31	\$ 1,383.06	\$ 695.79	\$ (90.25)	\$ 2,078.60			
5	\$ 1,951.37	\$ 71.06	\$ 2,022.43	\$ 1,136.17	\$ 71.25	\$ 71.25	\$ 71.25	\$ 1,207.42	\$ 10,095.10	\$ 13,324.92	\$ 1,345.52	\$ 676.91	\$ 1.18	\$ 2,023.61			
6	\$ 1,331.12	\$ 35.38	\$ 1,366.50	\$ 1,560.27	\$ 58.75	\$ 58.75	\$ 58.75	\$ 1,619.02	\$ 5,716.21	\$ 8,757.38	\$ 909.13	\$ 457.37	\$ (80.05)	\$ 1,366.45			oil paid 3.70
7	\$ 1,018.28	\$ 72.30	\$ 1,090.58	\$ 1,869.22	\$ 71.06	\$ 71.06	\$ 71.06	\$ 1,940.28	\$ 5,726.52	\$ 9,584.24	\$ 892.39	\$ 448.95	\$ 365.02	\$ 1,090.59			
8	\$ 1,303.86	\$ 37.48	\$ 1,341.34	\$ 1,031.90	\$ 41.95	\$ 41.95	\$ 41.95	\$ 1,073.85	\$ 7,169.05	\$ 9,572.27	\$ 1,293.07	\$ 650.52	\$ (80.09)	\$ 1,943.50			
9	\$ 1,703.05	\$ 240.54	\$ 1,943.59	\$ 1,905.13	\$ 197.18	\$ 197.18	\$ 197.18	\$ 2,114.61	\$ 3,122.27	\$ 4,370.47	\$ 1,003.31	\$ 504.74	\$ (80.50)	\$ 1,507.55			
10	\$ 1,396.51	\$ 111.54	\$ 1,508.05	\$ 1,882.83	\$ 10.77	\$ 84.60	\$ 12.30	\$ 1,978.20	\$ 1,086.02	\$ 4,572.27	\$ 1,003.31	\$ 504.74	\$ (80.50)	\$ 1,507.55			
11	\$ 910.36	\$ 243.32	\$ 1,153.68	\$ 720.83	\$ 18.35	\$ 187.64	\$ 18.35	\$ 926.82	\$ 6,295.05	\$ 8,375.55	\$ 767.54	\$ 386.14	\$ 30.01	\$ 1,153.69			
12	\$ 1,449.92	\$ 234.97	\$ 1,684.89	\$ 966.40	\$ 89.83	\$ 47.68	\$ 47.68	\$ 1,103.91	\$ 8,979.89	\$ 11,768.60	\$ 1,120.90	\$ 563.90	\$ 80.72	\$ 1,685.52			oil paid \$4.00
13	\$ 1,322.73	\$ 154.12	\$ 1,476.85	\$ 1,530.88	\$ 54.14	\$ 54.14	\$ 54.14	\$ 1,585.02	\$ 6,099.71	\$ 9,161.58	\$ 982.55	\$ 493.30	\$ (80.41)	\$ 1,476.44			
14	\$ 1,197.80	\$ 115.97	\$ 1,313.77	\$ 1,994.99	\$ 109.11	\$ 109.11	\$ 109.11	\$ 2,104.10	\$ 6,788.91	\$ 10,206.78	\$ 874.05	\$ 439.72	\$ 30.01	\$ 1,313.78			
15	\$ 753.43	\$ 193.79	\$ 947.22	\$ 788.70	\$ 37.30	\$ 8.00	\$ 46.14	\$ 880.14	\$ 9,286.31	\$ 11,113.67	\$ 630.19	\$ 317.03	\$ (80.30)	\$ 946.92			
16	\$ 1,985.42	\$ 661.65	\$ 2,647.07	\$ 1,619.70	\$ 111.56	\$ 111.56	\$ 111.56	\$ 1,731.26	\$ 113.40	\$ 4,491.73	\$ 1,761.10	\$ 885.97	\$ (80.50)	\$ 2,646.57			
17	\$ 1,640.17	\$ 271.66	\$ 1,911.83	\$ 1,328.24	\$ 1,132.09	\$ 1,132.09	\$ 1,132.09	\$ 2,460.33	\$ 958.04	\$ 5,330.20	\$ 1,271.94	\$ 639.89	\$ (87.91)	\$ 1,903.92			
18	\$ 1,119.71	\$ 32.60	\$ 1,152.31	\$ 1,056.36	\$ 119.04	\$ 119.04	\$ 119.04	\$ 1,175.40	\$ 7,523.25	\$ 9,850.96	\$ 766.63	\$ 385.68	\$ (80.95)	\$ 1,151.36			VISA chargeback \$13.64 from 11/12
19	\$ 922.42	\$ 136.92	\$ 1,059.34	\$ 839.67	\$ 73.83	\$ 43.06	\$ 8.00	\$ 847.67	\$ 1,491.87	\$ 14,318.82	\$ 704.78	\$ 354.56	\$ (80.02)	\$ 1,059.32			
20	\$ 1,058.29	\$ 24.00	\$ 1,082.29	\$ 1,374.98	\$ 73.83	\$ 43.06	\$ 8.00	\$ 1,491.87	\$ 6,631.38	\$ 9,205.54	\$ 720.05	\$ 362.24	\$ (80.10)	\$ 1,082.19			
21	\$ 1,083.20	\$ 107.96	\$ 1,191.16	\$ 1,408.18	\$ 118.41	\$ 18.46	\$ 18.46	\$ 1,545.05	\$ 11,144.49	\$ 13,880.70	\$ 792.48	\$ 398.68	\$ (80.22)	\$ 1,190.94			
22	\$ 1,264.77	\$ 226.11	\$ 1,490.88	\$ 1,512.14	\$ 53.84	\$ 78.44	\$ 87.71	\$ 1,732.13	\$ 6,883.50	\$ 10,106.51	\$ 991.88	\$ 499.00	\$ (80.23)	\$ 1,490.65			
23	\$ 1,673.30	\$ 39.07	\$ 1,712.37	\$ 1,983.57	\$ 151.97	\$ 164.57	\$ 164.57	\$ 2,300.11	\$ 602.30	\$ 4,614.78	\$ 1,139.24	\$ 573.13	\$ (80.07)	\$ 1,712.30			
24	\$ 1,816.69	\$ 115.66	\$ 1,932.35	\$ 1,663.00	\$ 111.76	\$ 111.76	\$ 111.76	\$ 1,774.76	\$ 958.92	\$ 4,666.03	\$ 1,285.59	\$ 646.76	\$ 80.02	\$ 1,932.37			
25	\$ 1,602.28	\$ 113.18	\$ 1,720.46	\$ 2,487.88	\$ 41.53	\$ 41.53	\$ 41.53	\$ 2,539.41	\$ 7,660.54	\$ 11,920.41	\$ 1,144.62	\$ 575.84	\$ (80.10)	\$ 1,720.36			
26	\$ 778.80	\$ 51.07	\$ 829.87	\$ 348.33	\$ 130.73	\$ 130.73	\$ 130.73	\$ 479.06	\$ 9,270.76	\$ 10,579.69	\$ 552.11	\$ 277.76	\$ 80.10	\$ 829.97			
27	\$ 690.32	\$ 8.00	\$ 698.32	\$ 1,163.55	\$ 95.36	\$ 95.36	\$ 95.36	\$ 1,258.91	\$ 4,466.12	\$ 6,423.35	\$ 464.59	\$ 233.73	\$ 698.32				
28	CLOSED																
29	\$ 2,033.41	\$ 137.51	\$ 2,170.92	\$ 1,521.21	\$ 47.68	\$ 84.90	\$ 60.29	\$ 1,714.08	\$ 7,370.46	\$ 11,255.46	\$ 1,444.31	\$ 726.61	\$ 7.53	\$ 2,178.45			
30	\$ 1,825.39	\$ 64.74	\$ 1,890.13	\$ 1,675.77	\$ 24.13	\$ 24.13	\$ 24.13	\$ 1,699.90	\$ 5,589.68	\$ 9,179.71	\$ 1,257.50	\$ 632.63	\$ 30.46	\$ 1,890.59			
TOTALS	\$ 42,000.54	\$ 3,931.25	\$ 45,931.79	\$ 41,204.91	\$ 3,367.28	\$ 903.73	\$ 353.17	\$ 45,829.09	\$ 165,588.47	\$ 257,349.35	\$ 30,558.42	\$ 15,373.37	\$ 58.32	\$ 45,990.11			

cash shortage \$47.65 from 10/31 pd

oil paid 3.70

oil paid \$4.00

VISA chargeback \$13.64 from 11/12

DAILY TICKET REPORT					
DNSWMA TRANSFER STATION					
MONTH: November 2019					
			VOIDED	TICKET	
Date	BEGIN	END	TICKETS	COUNT	
1	1111599	1111785		187	
2	1111786	1112010		225	
3	1112011	1112284		274	
4	1112285	1112494	1	209	
5	1112495	1112682		188	
6	1112683	1112865		183	
7	1112866	1113027		162	
8	1113028	1113207	1	179	
9	1113208	1113445		238	
10	1113446	1113653		208	
11	1113654	1113810		157	
12	1113811	1113978		168	
13	1113979	1114163		185	
14	1114164	1114336		173	
15	1114337	1114467		131	
16	1114468	1114717		250	
17	1114718	1114929		212	
18	1114930	1115093		164	
19	1115094	1115241		148	
20	1115242	1115412		171	
21	1115413	1115593		181	
22	1115594	1115774		181	
23	1115775	1116014		240	High
24	1116015	1116231		217	274
25	1116232	1116472		241	
26	1116473	1116568		96	Low
27	1116569	1116702		134	96
28	CLOSED				
29	1116703	1116940		238	Daily Ave.
30	1116941	1117184		244	193
TOTAL			2	5584	

AUTHORITY REVENUE REPORT October 2019

2018/19			2019/2020		
Authority Service Fees			Budget/Month	Adjusted Annual Budget	
			\$ 86,123.74	\$ 1,033,484.84	
2018/19		Comparison FY18/19	2019/2020		
			Actual / Month	Over Budget / Month	
July	\$ 113,416.74	\$ 2,927.28	July	\$ 116,344.02	\$ 30,220.28
August	\$ 115,106.61	\$ 1,398.82	August	\$ 116,505.43	\$ 30,381.69
September	\$ 106,561.83	\$ (9,578.41)	September	\$ 96,983.42	\$ 10,859.68
October	\$ 116,356.03	\$ (3,894.30)	October	\$ 112,461.73	\$ 26,337.99
November	\$ 98,098.36	\$ (5,167.25)	November	\$ 92,931.11	\$ 6,807.37
December	\$ 89,040.99	\$ -	December		\$ -
January	\$ 98,331.77	\$ -	January		\$ -
February	\$ 77,577.14	\$ -	February		\$ -
March	\$ 101,658.28	\$ -	March		\$ -
April	\$ 99,121.74	\$ -	April		\$ -
May	\$ 106,034.46	\$ -	May		\$ -
June	\$ 114,801.94	\$ -	June		\$ -
Total	\$ 1,236,105.89	\$ (14,313.86)	Total	\$ 535,225.71	\$ 104,607.03

Over last year

Exceeding Budget

AUTHORITY REVENUE REPORT October 2019

2018 / 2019			2019 / 2020		
Franchise Fee			Budget/Month	Budget/Year	
			\$ 27,666.67	\$ 332,000.00	
2018 / 2019		Comparison FY 18/19	2019 / 2020		
			Actual / Month	Over Budget	
July	\$ 24,992.00	\$ 4,200.00	July	\$ 29,192.00	\$ 1,525.33
August	\$ 26,314.00	\$ 4,807.00	August	\$ 31,121.00	\$ 3,454.33
September	\$ 30,671.00	\$ 991.00	September	\$ 31,662.00	\$ 3,995.33
October	\$ 28,701.00	\$ 727.00	October	\$ 29,428.00	\$ 1,761.33
November	\$ 27,995.00	\$ 2,241.00	November	\$ 30,236.00	\$ 2,569.33
December	\$ 27,122.00	\$ -	December		\$ -
January	\$ 25,732.00	\$ -	January		\$ -
February	\$ 28,141.00	\$ -	February		\$ -
March	\$ 27,399.00	\$ -	March		\$ -
April	\$ 25,974.00	\$ -	April		\$ -
May	\$ 27,119.00	\$ -	May		\$ -
June	\$ 26,832.00	\$ -	June		\$ -
Total	\$ 326,992.00	\$ 12,966.00	Total	\$ 151,639.00	\$ 13,305.67

Over last year

Exceeding Budget

Above/(Below) Budget to date \$ 117,912.69

2.5



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

Staff Report

Date: 09 December 2019
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, Director *Tedd*
File Number: 111201, 070101

Topic: Utilities at the Klamath and Gasquet Transfer Stations

Recommendation: **Take no action.** This report provides an overview of the process that staff would follow should the Board direct staff to take the initial steps develop utilities at one or both small volume transfer stations.

Background: This report was prepared in response to Commissioner Greenough's request that staff present an overview of what steps would need to be taken to provide utilities, including water, septic, and power to the small volume transfer stations in Klamath and Gasquet. Currently the only structure on either site is a gate shack – a Home Depot garden shed in Klamath, and an even smaller, older, custom shed in Gasquet. The primary function of these sheds is to provide a shelter from the rain or sun and to have a dry place to write receipts. No equipment is stored on site. Authority staff bring their own water, are provided a cell phone, and Roto-Rooter is paid to provide and service port-a-potties with pump sinks at each location.

Both of these facilities have incomplete fencing, and are subject to break-ins, dumping, theft and vandalism (approx. 2 to 6 incidents/year for each facility), especially when closed.

Analysis: Director Ward consulted with Heidi Kunstal, Director of Del Norte County's Community Development Department, to discuss the process for possibly developing utilities at each site. In both cases, the property improvements would start with a building permit.

The Klamath Transfer Station operates on property owned by Del Norte County, accessed via South Klamath Beach Road. Any proposed improvements to this property would first need to be presented to the County's Future Facilities Goal Committee, which oversees alterations and improvements to County properties. As the permitting process is driven by the building permit, all improvements would need to be proposed as one project,

presumably including a permanent structure of some kind to house at least the toilet and sink. Water would need to be from a well, which would need to be drilled, as there is no community services district in that area. Similarly, the toilet would require development of an on-site septic system, which would require demonstration that the property could be permitted for a leach field, and an engineer would need to be involved in design of both the structure the leach field. Connection to power would be through Pacific Power, but that connection would not be made (even with a temporary pole) until the building permit was approved.

The Gasquet Transfer Station is located on property leased from the US Forest Service. Thus, the Authority would have to work with the USFS, which would be the agency to apply for the building permit if such changes are to be made to their property. Similar to the Klamath site, the building permit application would likely include design of the structures and the leach field, and the building permit would need to be issued before power is delivered to the site. There is a Gasquet Community Services District, which may be able to provide piped water to the site rather than drilling a well on this property, but staff have not investigated this issue.

Alternative: As an alternative to the staff recommendation, the Board could instead direct staff to take the initial steps develop one or more utilities at one or both small volume transfer stations. Staff are not recommending any such option at this time as available staff resources are currently focused on reacting to and planning for the expanded efforts associated with addressing short-term climate pollutants and food and organics recovery, on franchise extension negotiations, and on development of a northern transfer station.

Fiscal Impacts: Expenses exceed revenues at both small volume transfer stations in Klamath and Gasquet. Unless the Board direct staff to modify rates at these facilities, any additional expenses for these facilities must come from other Authority revenues. Staff have not made any effort to assess the costs to design, permit, and implement these facility improvements.

One of the major expenses that could potentially be eliminated after such facility improvements were completed would be the porta-potty expenses - currently \$173.07 for KTS per month, \$102.42/ Month for GTS, or \$279.49/ month for both.

Related Issues: Both Gasquet and Klamath sites have been subjected to break-ins and vandalism, and staff anticipate that any additional structures or improvements would also be targets for future vandalism. Recent vandalism at the Del Norte County Transfer Station indicates that people camping on adjacent properties will make efforts to use water, sinks and toilets that are most readily available. As such, delivering utilities and building structures at the Gasquet and Klamath stations could be expected to increase trespassing and vandalism at each location. As the site for the northern transfer station has not yet been selected, staff do not know the extent to which the northern transfer station will have utility connections.

Five-Year CIWMP/RAIWMP Review Report Template

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788 require that each countywide or regional agency integrated waste management plan (CIWMP or RAIWMP), and the elements thereof, be reviewed, revised if necessary, and submitted to the Department of Resources Recycling and Recovery (CalRecycle) every five years. CalRecycle developed this Five-Year CIWMP/RAIWMP Review Report template to streamline the Five-Year CIWMP/RAIWMP review, reporting, and approval process.

A county or regional agency may use this template to document its compliance with these regulatory review and reporting requirements and as a tool in its review, including obtaining Local Task Force (LTF) comments on areas of the CIWMP or RAIWMP that need revision, if any. This template also can be finalized based on these comments and submitted to CalRecycle as the county or regional agency's Five-Year CIWMP or RAIWMP Review Report.

The [Five-Year CIWMP/RAIWMP Review Report Template Instructions](#) describe each section and provide general guidelines with respect to preparing the report. Completed and signed reports should be submitted to the CalRecycle's Local Assistance & Market Development (LAMD) Branch at the address below. Upon report receipt, LAMD staff may request clarification and/or additional information if the details provided in the report are not clear or are not complete. Within 90 days of receiving a *complete* Five-Year CIWMP/RAIWMP Review Report, LAMD staff will review the report and prepare their findings for CalRecycle consideration for approval.

If you have any questions about the Five-Year CIWMP/RAIWMP Review Report process or how to complete this template, please contact your LAMD representative at (916) 341-6199. Mail the completed and signed Five-Year CIWMP/RAIWMP Review Report to:

Dept. of Resources Recycling & Recovery
Local Assistance & Market Development, MS-9
P. O. Box 4025
Sacramento, CA 95812-4025

To edit & customize this template, the editing restrictions (filling in forms) must be disengaged. Select the Review tab, Protect Document, and then Restrict Formatting and Editing (uncheck editing restrictions). There is no password (options). Please contact your LAMD representative at (916) 341-6199 with related questions.

General Instructions: Please complete Sections 1 through 7, and all other applicable subsections. Double click on shaded text/areas () to select or add text.

SECTION 1.0 COUNTY OR REGIONAL AGENCY INFORMATION			
I certify that the information in this document is true and correct to the best of my knowledge, and that I am authorized to complete this report and request approval of the CIWMP or RAIWMP Five-Year Review Report on behalf of:			
County or Regional Agency Name Del Norte Solid Waste Management Authority		County(s) [if a RAIWMP Review Report] Del Norte	
Authorized Signature 		Title Director	
Type/Print Name of Person Signing Tedd Ward		Date 27-Dec-2019	Phone (707) 465-1100
Person Completing This Form (please print or type) Tedd Ward		Title Director	Phone (707) 465-1100
Mailing Address 1700 State Street	City Crescent City	State CA	Zip 95531
E-mail Address tedd@recycledelnorte.ca.gov			

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SECTION 2.0 BACKGROUND

This is the regional agency's fourth Five-Year Review Report since the approval of the RAIWMP.

The following changes have occurred since the approval of the county's planning documents or the last Five-Year RAIWMP Review Report (whichever is most recent):

- | | |
|---|---|
| <input type="checkbox"/> Diversion goal reduction | <input type="checkbox"/> New city (name(s) _____) |
| <input type="checkbox"/> New regional agency | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Changes to regional agency | |

Additional Information (optional)

As a Rural Regional Agency, the Del Norte Solid Waste Management Authority has been granted the administrative relief of NOT having to separate out the tonnages for our two member agencies, the City of Crescent City, and the County of Del Norte.

SECTION 3.0 LOCAL TASK FORCE REVIEW

- a. In accordance with Title 14 CCR, Section 18788, the Local Task Force (LTF) reviewed each element and plan included in the CIWMP and finalized its comments
 at the 12-Dec-2019 LTF meeting. electronically (fax, e-mail) other (Explain):

- b. The regional agency received the written comments from the LTF on 19-Dec-2019.
- c. A copy of the LTF comments
 is included as Appendix B.
 was submitted to CalRecycle on _____.

SECTION 4.0 TITLE 14, CALIFORNIA CODE OF REGULATIONS SECTION 18788 (3) (A) THROUGH (H)

The subsections below address not only the areas of change specified in the regulations, but also provide specific analyses regarding the continued adequacy of the planning documents in light of those changes, including a determination on any need for revision to one or more of the planning documents.

Section 4.1 Changes in Demographics in the County or Regional Agency

When preparing the RAIWMP Review Report, the county or regional agency must address at least the changes in demographics.

The following resources are provided to facilitate this analysis:

1. Demographic data, including population, taxable sales, employment, and consumer price index by jurisdiction for years up to 2006, are available at:
<https://www2.calrecycle.ca.gov/LGCentral/DiversionProgram/AdjustmentFactors>. Data for years beyond 2006 can be found on the following websites:

- Population: [Department of Finance](#) E-4 Historical Population Estimates for Cities, Counties, and the State
 - Taxable Sales: [Board of Equalization](#)
 - Employment: [Employment Development Department](#) Click on the link to Local Area Profile, select the county from the drop down menu, then click on the “View Local Are Profile” button.
 - Consumer Price Index: [Department of Industrial Relations](#)
2. The [Demographic Research Unit](#) of the California Department of Finance is designated as the single official source of demographic data for State planning and budgeting (e.g., find E-5 City/County Population and Housing Estimates under Reports and Research Papers and then Estimates).
3. The Department of Finance’s Demographic Research Unit also provides a list of [State Census Data Center Network Regional Offices](#).

Analysis

Upon review of demographic changes since double-click here:¹

- The demographic changes since the development of the RAIWMP do not warrant a revision to any of the regionwide planning documents. Specifically, _____.
- These demographic changes since the development of the RAIWMP warrant a revision to one or more of the regionwide planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.2 Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Waste Disposed in the County or Regional Agency

A number of tools to facilitate the analysis and review of such changes in the waste stream are available from the following CalRecycle sources:

1. Various statewide, regional, and local disposal reports are available at <http://www.calrecycle.ca.gov/LGCentral/Reports/DRS/Default.aspx>.
 - a. CalRecycle's [Disposal Reporting System](#) tracks and reports the annual estimates of the disposal amounts for jurisdictions in California; additional California solid waste [statistics](#) are also available.
 - b. CalRecycle’s Waste Flow by [Destination](#) or [Origin](#) reports include solid waste disposal, export, and alternative daily cover. They show how much waste was produced within the boundaries of an individual city, or within all jurisdictions comprising a county or

¹ The year of the data included in the planning documents, which is generally 1990 or 1991.

regional agency. These data also cover what was disposed at a particular facility or at all facilities within a county or regional agency.

2. The [Waste Characterization Database](#) provides estimates of the types and amounts of materials in the waste streams of *individual California jurisdictions* in 1999. For background information and more recent statewide characterizations, please see <https://www2.calrecycle.ca.gov/WasteCharacterization/>
3. CalRecycle's [Countywide, Regionwide, and Statewide Jurisdiction Diversion Progress Report](#) provides both summary and detailed information on compliance, diversion rates/50 percent equivalent per capita disposal target and rates, and waste diversion program implementation for all California jurisdictions. Diversion program implementation summaries are available at <https://www2.calrecycle.ca.gov/LGCentral/DiversionProgram>

Together, these reports help illustrate changes in the quantities of waste within the county or regional agency as well as in permitted disposal capacity. This information also summarizes each jurisdiction's progress in implementing the Source Reduction and Recycling Element (SRRE) and complying with the 50 percent diversion rate requirement (now calculated as the 50 percent equivalent per capita disposal target), see [Per Capita Disposal and Goal Measurement \(2007 and Later\)](#) for details

- The county or regional agency (if it includes the entire county) continues to have adequate disposal capacity (i.e., equal to or greater than 15 years).
- The county does not have 15 years remaining disposal capacity within its physical boundaries, but the Siting Element does provide a strategy² for obtaining 15 years remaining disposal capacity.
- The county does not have 15 years remaining disposal capacity and the Siting Element does not provide a strategy² for obtaining 15 years remaining disposal capacity. See Section 7 for the revision schedule(s).

Analysis

- These changes in quantities of waste and changes in permitted disposal capacity since the development of the RAIWMP do not warrant a revision to any of the countywide planning documents. Specifically, _____.
- These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

² Such a strategy includes a description of the diversion or export programs to be implemented to address the solid waste capacity needs. The description shall identify the existing solid waste disposal facilities, including those outside of the county or regional agency, which will be used to implement these programs. The description should address how the proposed programs shall provide the county or regional agency with sufficient disposal capacity to meet the required minimum of 15 years of combined permitted disposal capacity.

Section 4.3 Changes in Funding Source for Administration of the Siting Element (SE) and Summary Plan (SP)

Since the approval of the RAIWMP or the last Five-Year RAIWMP Review Report (whichever is most recent), the regional agency experienced the following significant changes in funding for the SE or SP:

- _____

Analysis

- There have been no significant changes in funding for administration of the SE and SP or the changes that have occurred do not warrant a revision to any of the regionwide planning documents. Specifically, _____.
- These changes in funding for the administration of the SE and SP warrant a revision to one or more of the countywide planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.4 Changes in Administrative Responsibilities

The regional agency experienced significant changes in the following administrative responsibilities since the approval of the RAIWMP or the last Five-Year RAIWMP Review Report (whichever is most recent):

- _____

Analysis

- There have been no significant changes in administrative responsibilities or the changes in administrative responsibilities do not warrant a revision to any of the planning documents. Specifically, _____.
- These changes in administrative responsibilities warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.5 Programs that Were Scheduled to Be Implemented, But Were Not

This section addresses programs that were scheduled to be implemented, but were not; why they were not implemented; the progress of programs that were implemented; a statement as to whether programs are meeting their goals; and if not, what contingency measures are being enacted to ensure compliance with Public Resources Code Section 41751.

1. Progress of Program Implementation

a. SRRE and Household Hazardous Waste Element (HHWE)

- All program implementation information has been updated in the CalRecycle Electronic Annual Report (EAR), including the reason for not implementing specific programs, if applicable.

All program implementation information has not been updated in the EAR. Attachment _____ lists the SRRE and/or HHWE programs selected for implementation, but which have not yet been implemented, including a statement as to why they were not implemented.

b. Nondisposal Facility Element (NDFE)

There have been no changes in the use of nondisposal facilities (based on the current NDFEs and any amendments and/or updates).

Attachment A lists changes in the use of nondisposal facilities (based on the current NDFEs).

c. Countywide Siting Element (SE)

There have been no changes to the information provided in the current SE.

Attachment _____ lists changes to the information provided in the current SE.

d. Summary Plan

There have been no changes to the information provided in the current SP.

Attachment _____ lists changes to the information provided in the current SP.

2. Statement regarding whether Programs are Meeting their Goals

The programs are meeting their goals.

The programs are not meeting their goals. The discussion that follows in the analysis section below addresses the contingency measures that are being enacted to ensure compliance with PRC Section 41751 (i.e., specific steps are being taken by local agencies, acting independently and in concert with County of Del Norte and City of Crescent City, to achieve the purposes of the California Integrated Waste Management Act of 1989) and whether the listed changes in program implementation necessitate a revision to one or more of the planning documents. See Attachment B

Analysis

The aforementioned changes in program implementation do not warrant a revision to any of the planning documents. Specifically, _____.

Changes in program implementation warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.6 Changes in Available Markets for Recyclable Materials

The regional agency experienced changes in the following available markets for recyclable materials since the approval of the RAIWMP or the last Five-Year RAIWMP Review Report (whichever is most recent):

Analysis

There are no significant changes in available markets for recycled materials to warrant a revision to any of the planning documents. Specifically, Appendix B describes program changes already made.

- Changes in available markets for recycled materials warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.7 Changes in the Implementation Schedule

The following addresses changes to the regional agency's implementation schedule that are not already addressed in Section 4.5:

Analysis

- There are no significant changes in the implementation schedule to warrant a revision to any of the planning documents. Specifically, _____.
- Changes in the implementation schedule warrant a revision to one or more of the planning documents. Specifically, _____.

Additional Analysis (optional)

Note: Consider for each jurisdiction within the county or regional agency the changes noted in Sections 4.1 through 4.7 and explain whether the changes necessitate revisions to any of the jurisdictions' planning documents.

SECTION 5.0 OTHER ISSUES OR SUPPLEMENTARY INFORMATION (optional)

The following addresses any other significant issues/changes in the regional agency and whether these changes affect the adequacy of the RAIWMP to the extent that a revision to one or more of the planning documents is needed:

Analysis

SECTION 6.0 ANNUAL REPORT REVIEW

- The Annual Reports for each jurisdiction in the regional agency have been reviewed, specifically those sections that address the adequacy of the CIWMP elements. No jurisdictions reported the need to revise one or more of these planning documents.
- The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP (or RAIWMP) elements. The following jurisdictions reported the need to revise one or more of these planning documents, as listed.
- _____

Analysis

The discussion below addresses the county's evaluation of the Annual Report data relating to planning document adequacy and includes determination regarding the need to revise one or more of the documents:

SECTION 7.0 REVISION SCHEDULE (if required)

ATTACHMENT A

NONDISPOSAL FACILITY ELEMENT



Del Norte Solid Waste Management Authority

A Joint Powers Agency of the
City of Crescent City
and the
County of Del Norte

391 Front Street
Crescent City, CA 95531

(707) 465-1100 FAX (707) 465-1300

November, 2019

California Public Resources Code (PRC), Sections 41730 et seq, requires every California city and county to prepare and adopt a Nondisposal Facility Element (NDFE) for all new Nondisposal facilities, and any expansions of existing Nondisposal facilities, which will be needed to implement local Source Reduction and Recycling Elements (SRREs). A Nondisposal facility is defined as any solid waste facility required to obtain a state solid waste facility permit except a disposal facility or a transformation facility (PRC Section 40151).

The Del Norte Solid Waste Management Authority (Authority) has prepared, adopted and hereby transmits to the City of Crescent City and the County of Del Norte the NDFE, as required by PRC Section 41730. The Authority is also submitting a copy of its NDFE to the California Integrated Waste Management Board for review and approval. The Authority's NDFE will be appended to the City/County SRRE at the time of the five year revision.

This NDFE identifies the utilization of a material recovery facility (MRF), composting facility, buy-back centers, and transfer stations as Nondisposal facilities necessary to implement the Authority's waste diversion goals. Tables A-1, A-2, A-3, A-4, A-5, and A-6, attached, identify the Nondisposal facilities in the Authority intends to utilize to implement its SRRE and meet the solid waste diversion requirements of PRC Section 41780.

A draft of this NDFE was submitted to the Del Norte County Solid Waste Task Force (LTF) for review on 07 November 2019 and comment regarding the regional impacts of the Nondisposal facilities identified in this Element, in accordance with the requirements of PRC Sections 41734 (a) and (b). As

indicated by PRC Section 41735 (a), the adoption or amendment of this element is not subject to environmental review under the California Environmental Quality Act (CEQA).

The Del Norte Solid Waste Management Authority Board of Commissioners adopted this document at the meeting of 17 November 2019.

**Table A-1
Del Norte Solid Waste Management Authority
Gasquet Limited Volume Transfer Operations
Fact Sheet**

TYPE OF FACILITY	The Gasquet Transfer Station is an established transfer station which receives loads of mixed waste for transfer to the Landfill (later to the Materials Recovery Facility/Transfer Station).
FACILITY CAPACITY	60 cu. yd. per day maximum
EXPECTED DIVERSION RATE	Less than 5%
PARTICIPATING JURISDICTIONS	Del Norte County (Gasquet area)
LOCATION	The Gasquet Transfer Station is located in Northeastern Del Norte County, near the unincorporated community of Gasquet. The specific location of the Transfer Station is on the Gasquet Toll Road.

Table A-2
Del Norte Solid Waste Management Authority
Klamath Limited Volume Transfer Operations
Fact Sheet

TYPE OF FACILITY	The Klamath Transfer Station is an established transfer station which receives loads of mixed waste for transfer to the Landfill (later to the Materials Recovery Facility/Transfer Station.)
FACILITY CAPACITY	60 cu. yd. per day maximum
EXPECTED DIVERSION RATE	Less than 5%
PARTICIPATING JURISDICTIONS	Del Norte County (Klamath area)
LOCATION	The Klamath Transfer Station is located in Southwestern Del Norte County, near the unincorporated community of Klamath. The specific site of the transfer station is on West Klamath Beach Road.

**Table A-3
Del Norte Solid Waste Management Authority
Recology Del Norte Sorting Recycling
Fact Sheet**

TYPE OF FACILITY	Recology Del Norte uses this facility to process and bale corrugated cardboard and to remove large obvious contaminants and consolidate loads of recyclables prior to sorting at the Recology Humboldt County facility.
FACILITY CAPACITY *	3 tons per day
EXPECTED DIVERSION RATE	90%
PARTICIPATING JURISDICTIONS	Del Norte County
LOCATION	Recology Del Norte Sorting Recycling is located in the urban area of the City of Crescent City, at 1039 Harrold, Crescent City.

* based on estimate of facility operator (7 days per week operation)

**Table A-4
Del Norte Solid Waste Management Authority
Del Norte County Transfer Station
Fact Sheet**

TYPE OF FACILITY	The Del Norte County Transfer Station is designed to receive municipal wastes from commercial and self-haul customers. Reduced fees are charged for separated recoverable materials like yard debris and metals.
FACILITY CAPACITY	The Transfer Station is designed to accept an average of 200 tons of recyclable /reusable resources and municipal solid waste per day, with a designed peak daily loading of up to 300 tons per day, though initial incoming tonnage is expected to be closer to an average of 75 tons per day.
EXPECTED DIVERSION RATE	5 %
PARTICIPATING JURISDICTIONS	All of Del Norte County, including all of the City of Crescent City
LOCATION	1700 State Street, Crescent City, California in Del Norte County

**Table A-5
Del Norte Solid Waste Management Authority
Hambro Forest Products, Inc.
Fact Sheet**

TYPE OF FACILITY	The Hambro Forest Products, Inc. (Hambro) conducts green wood waste composting and a CRV Buy Back Center.
FACILITY CAPACITY	Yard debris: 1200 Tons CRV: 1200 tons capacity, 300 tons avg.
EXPECTED DIVERSION RATE	99%
PARTICIPATING JURISDICTIONS	Del Norte County
LOCATION	Hambro is located in the urban area of the City of Crescent City at 445 Elk Valley Road, Crescent City.

**Table A-6
Del Norte Solid Waste Management Authority
Recology Humboldt
Fact Sheet**

TYPE OF FACILITY	The Recology Humboldt County processing facility receives, sorts, and processes all mixed recyclable materials collected by Recology Del Norte, except those materials such as cardboard that are processed at the Recology Del Norte Sorting Recycling facility.
FACILITY CAPACITY *	The facility can process up to 500 tons of recyclables per week. Recology Del Norte delivers an average of approximately 30 tons per week to this facility.
EXPECTED DIVERSION RATE	90%
PARTICIPATING JURISDICTIONS	Del Norte County and Humboldt County
LOCATION	Recology Humboldt is located at 555 Vance Avenue, Samoa, CA 95564 (707) 442-5711

*based on facility operators estimates (7 days per week operation)

12 December 2019

To: Del Norte Solid Waste Management Authority
1700 State Street
Crescent City, CA 95531

SUBJECT: Comments for Five Year Review

Commissioners of the Del Norte Solid Waste Management Authority:

This is the official response from the Del Norte County Local Solid Waste Task Force regarding the Five Year Review of the Countywide Rural Regional Integrated Waste Management Plan, also known as a Regional Agency Integrated Waste Management Plan (RAIWMP) called for under section 40950 (a) of the California Public Resources Code.

Under section 40950 c of the California Public Resources Code, the Local Task Force has been established 'to ensure a coordinated and cost-effective regional recycling system,' doing all of the following:

1. Identify solid waste management issues of countywide or regional concern.
2. Determine the need for solid waste collection and transfer systems, processing facilities, and marketing strategies that can serve more than one jurisdiction in the region.
3. Facilitate multi-jurisdictional arrangements for marketing recyclable materials.
4. Facilitate resolution of conflicts and inconsistencies between City and County Source Reduction and Recycling Elements (SRREs).

The Del Norte County Local Solid Waste Task Force has the following comments and suggestions regarding the adopted Rural Regional Countywide Integrated Waste Management Plan adopted by the Del Norte Solid Waste Management Authority, with findings and conclusions specific to any necessary revisions to the original planning documents:

OVERALL:

1. The Del Norte Solid Waste Task Force notes that the Electronic Annual Report submitted by Authority staff for 2018 exceeded the per capita disposal targets (4.1 pounds per person per day vs. a target of 4.0 pounds/person-day), though the per-employee disposal was well below that disposal target (13.6 pounds/employee-day vs. a target of 14.8 pounds/employee-day). Generally, this indicates a need to increase or expand current residential recovery programs.

2. In 2018 and 2019, Julindra Recycling closed. For the two decades prior, Julindra had been Del Norte County's only buy-back center and processor of recyclables collected by Recology Del Norte. Recology subsequently leased the former Julindra property to continue processing corrugated cardboard and to transfer recyclable materials collected in Del Norte to larger trucks. In mid-June Recology purchased the closed facility and entered into a contract with Recology Humboldt to sort and process all recycling collected in Del Norte. Recology Del Norte is processing a large quantity of corrugated cardboard and office paper in Crescent City which is being sold to end markets.
3. Over the past few years, the percentage of Del Norte's materials being recycled has decreased. This trend began in 2016, when plastic bags, paperboard cartons, expanded polystyrene, and hard plastics were dropped due to market challenges from the mix of recyclable materials collected by Recology Del Norte and processed and marketed by Julindra. Though both Recology and the Authority conducted outreach and education efforts, the change to the mix of recyclable materials did confuse some customers, which resulted with an increase in contamination and disposal. In September 2017, Julindra closed, and Del Norte County did not have any buy-back center until Hambro Recycling opened in January 2018. The lack of an in-County buyback during this time likely decreased recycling tonnages during that period. Outreach and education efforts on how to recycle right continue. In 2019, recycling percentages and tonnage is improving since a new buyback center has re-opened and members of our community are re-engaging in the recycling process.
4. The Del Norte Solid Waste Task Force believes that it can continue to provide a valuable forum for community discussion regarding solid waste and recycling issues of regional concern and its members can assist the Authority in providing public outreach at community events.
5. Though the Authority currently has secured disposal through 03 March 2040 - more than the required 15 years of disposal capacity.
6. There appears to be an increase in the trash associated with outdoor (homeless persons') encampments during the past five years. There also has been an increase in community volunteer efforts to clean up such encampments and other illegal dumping. Disposal costs for these materials are paid by grants and from the Authority budget. This trash adds to per capita disposal quantities but is not associated with residences or businesses. The Authority should pursue resources to support cleanup efforts and continue to pursue methods of preventing dumping.
7. Over the past few years, there has been an increased effort to build and maintain a cooperative relationship with the Harbor District. The Authority would like to acknowledge the fine works the Harbor is engaged in, with the setting up of collection stations for the recovery of mono-filament fishing line a material that continues to be a

major hazard to marine life, and vessel navigation. The Harbor also participates in recycling programs like oil recycling, and even processes fish waste for use as soil amendments. The Authority supports the harbor in its endeavors by purchasing oil spill mitigation equipment, including an oil separation storm drain, using funds from CalRecycles oil recycling grant. The Authority has offered to assist in events and outreach.

RECYCLING:

8. The Authority staff have used the electronic annual reporting process to incorporate into the Recycling Element the new recycling programs which have been established at the Del Norte County Transfer Station, including expanded recycling of architectural coatings under a product stewardship partnership with PaintCare, recycling of carpet and carpet padding with the Carpet America Recovery Effort, recycling of all household batteries under a partnership with Call2Recycle, offering a reward for mercury thermostats in partnership with the Thermostat Recycling Corporation.
9. In the past few years, the infrastructure in Del Norte County for buy-back centers and processing recyclables has changed substantially. Consequently, the Del Norte Solid Waste Task Force has reviewed and updated the Non-Disposal Facilities Element of Del Norte's Regional Agency Integrated Waste Management Plan. Changes include the closure of Julindra Recycling as a buy-back center, the opening of the Hambro Recycling Buy-back on Elk Valley Road, and Recology Del Norte's purchase and re-purposing of the former Julindra facility to be a consolidation/transfer and corrugated cardboard recycling facility, with all other recyclables collected by Recology Del Norte being sorted, processed and marketed by Recology Humboldt County.
10. The Task Force discussed at length the option of mandatory or 'universal' trash and recycling pickup as a means of improving diversion via an incentive / penalty pricing structure that is currently in effect for present collection customers. We concluded that such an action is not desirable at this time because A) many outlying areas are inaccessible or impractical to provide collection service, B) mandatory collection is anticipated to be very unpopular with self-haulers, and would increase their disposal costs, and C) Contamination of household recycling bins is already improving under recent changes enacted by the collections franchise.
11. Recology has hired a Waste Zero Specialist to provide outreach and public engagement to our community. The employee in this new position is working with local schools and business to educate on recycling more material instead of disposal. One aspect of this person's job will be to educate the users of community drop-off bins to reduce contamination, and to ensure the material collected by Recology Del Norte is clean and recycled to the extent possible. Recology Del Norte's curbside recycling customers are

being monitored to ensure correct items are in the recycling bins and contamination levels are low.

ORGANICS AND COMPOSTING:

12. Near the top of the food recovery hierarchy is food rescue. In order to provide food insecure people with food. The Del Norte County and Adjacent Tribal Lands DNATL Community Food Council under the Family Resource Center of the Redwoods are current recipients of a CalRecycle Grant totaling \$302,106. The objective is to rescue, repurpose (if necessary) and redistribute 400,000 pounds of edible food in Del Norte County for human consumption through county food assistance organization.
13. Another important aspect of food recovery is composting. Currently three comprehensive compost workshops are given every year during the summer and fall the workshops last 2 and a half hours, and focus on home and backyard composting, while giving an explanation of what is occurring chemically and physically, along with tips to help with troubleshooting in order to enjoy a better compost material. The goal is to divert food waste away from the landfill, while decreasing anaerobic production of methane. Compost when applied to soil before planting acts as a powerful mechanism to support carbon sequestration. Organic matter is mostly made up of carbon, and when this is incorporated deeply it becomes a stable energy source for plants and increases soils porosity and ability to retain moisture, increasing both drought and flood resistance. Soil health needs to be a part of any agenda to address climate change.
14. In August 2019, the Authority Board directed staff to work with the Rural Counties' Environmental Services Joint Powers Authority and our legislative representatives to draft and advocate for legislating alternate modes by which rural communities may comply with the intent to SB 1383 to reduce the generation or increase the sequestration of short-term climate pollutants like methane. The Solid Waste Task Force generally agrees with this strategy.
15. Hambro/WSG now processes and disposes of leaves, grass and brush from the Del Norte County Transfer Station at out-of-County facilities. The Authority should evaluate potential strategies to foster the development of in-County facilities for processing these materials.

EDUCATION AND PUBLIC INFORMATION:

16. The Authority's efforts to educate the Del Norte community had been supported by block grants provided through the California Department of Conservation.

17. The Authority's collections contractor, Recology Del Norte, has substantially increased the public outreach in the schools of the Del Norte County Unified School District, including both efforts required under contract and additional efforts made at Recology Del Norte's own initiative. The goal is to educate students so they can educate their parents on proper recycling techniques. We are wanting to make recycling fun for all and to do their part in helping to clean-up our recycling stream. We will also be providing waste audits to local businesses to increase quantity of recycling while reducing landfill waste.
18. Satellite recycling drop off bins at un-monitored outlying areas (eg; Smith River) have had high trash contamination, resulting in materials being returned to the trash disposal stream. Actions to counter trash contamination of recyclables include A: The Authority is in process of locating and developing a satellite transfer station in the Smith River area. The future proposed transfer station and recycling bin will be fenced which will discourage illegal dumping after hours. B) Occasional staffing at dropoff bins by Recology Del Norte's Zero Waste Specialist and volunteers at each recycling bin is planned to dissuade dumping and provide education on correct recycling.

The Authority should further assess the benefit of additional actions to reduce illegal dumping and recycle bin contamination, including the use of surveillance cameras and warning signage, and the development of colorful posters on the benefits of recycling.

19. The Authority should include necessary resources within their annual budget to provide educational outreach regarding changing requirements under state law relating to product stewardship programs or other state mandates potentially impacting Del Norte's residences, businesses, industries and agencies.
20. The Task Force has the following recommendations regarding expanding public outreach. The Task Force supports expanded outreach efforts to potentially include posters on and/or inside Redwood Coast Transit Authority vehicles. Similarly, the Task Force supports the Authority efforts to coordinate supportive promotion of retailers who give discounts for reusable cups and containers. Also, the Task Force recognizes the importance of positive public recognition of those who recycle right in addition to monitoring and enforcement against improper recycling. The areas in front of the walls of the Del Norte County Transfer Station along Elk Valley Road could also be used for outreach structures or artworks.

NON-DISPOSAL FACILITIES

21. The Authority should continue to support Del Norte County businesses which legally collect, process and resell recovered materials and products.

22. In November 2019, the Authority adopted a revised Non-Disposal Facilities Element.
23. Since the opening of the Del Norte County Transfer Station in March 2011, the transfer station operations contractor Hambro/WSG has accepted Christmas trees for no charge and without compensation. Recology Del Norte also relies on Hambro/WSG waiving these fees to provide no-cost collection of Christmas Trees from their residential customers. The lack of in-County facilities to process these materials may result in program changes or increasing costs to customers in the future.

HOUSEHOLD HAZARDOUS WASTES (HHW)

24. The Authority should direct staff to re-assess and evaluate the overall effectiveness of the HHW Collection events as a primary tool for the collection and proper disposal of common household hazardous wastes.
25. The Del Norte Solid Waste Management Authority with help from California Product Stewardship Council, recently applied for, and received a competitive Cal Recycle Grant (HD33) worth \$100,000.00 The money from this grant will be used for the promotion of refillable propane gas cylinders and safe sustainable nontoxic LED marine flares. The goals are to increase education about these materials. We will be building on the existing infrastructure of our local retailers, who offer excellent alternatives to these single use hazardous waste items. Del Norte County currently has three locations Hiouchi Hamlet, Lucky 7 Fuel Mart, and Suburban Propane participating in the refuel your fun program, we will be supporting these retailers and conducting exchange events for cylinders. Another goal is to expand sales and availability of LED marine flares that along with a daytime flag meets the legal mandate set forth by the coast guard as a nontoxic/hazardous material alternative. for our boating community. We will partner with the Coast Guard, the Harbor and Englund Marine for education on this issue.
26. To the extent practical, recyclable HHW should be received every day at the Del Norte County Transfer Station. The Authority's HHW programs should be expanded as necessary to receive and process universal wastes using regional resources where such use could increase convenience or reduce program cost. Charges for receiving HHW should be set and/or subsidized as necessary to deter illegal handling and/or disposal of any HHW material or product.
27. The Local Task Force supports the use of extended producer responsibility (EPR), product stewardship, or grants to reduce customer costs and to enhance and expand regional programs for hazardous wastes and other products banned from mixed waste disposal in California. Having adopted Authority Resolution 2007-06, which supports adopting a framework for establishing extended producer responsibility programs for

hazardous materials, ***“...that shifts...waste management costs from local government to the producers of that product, and which will give producers the incentive to redesign products to make them less toxic and easier to reuse and recycle.”***

28. For customers with hazardous wastes that cannot be readily collected at the Del Norte County Transfer Station which require immediate disposal, or which exceed household quantities, Authority staff should provide information for safe and legal disposal to the extent possible or refer such customers to companies which could potentially provide such services. The materials that cannot be legally managed within Del Norte County (in December 2019) include: soils that are hazardous due to contamination with petroleum or metals, radioactive materials, solar panels, projectile marine flares, large quantities of treated wood, and friable asbestos. Customers who call for information about proper management of such materials generated in Del Norte County are referred to engineering firms within the region. Customers with explosives, narcotics or other controlled substances are referred to the Sherriff who has taken custody and disposed of small quantities of such materials in the past. Authority staff are working with
29. The Authority should continue holding annual HHW Collection events on a transitional, voluntary basis at least until more effective EPR-based collection programs have been implemented in Del Norte County.

These conclusions and the recommendations described in this letter were reviewed and adopted at the Del Norte Solid Waste Task Force Meeting of 12 December 2019.

AYES:

NOES:

ABSENT:

Sincerely,

(Original Signed by)
Craig Strong, Chair
Del Norte Solid Waste Task Force



COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT

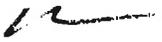
981 "H" Street, Suite 110
Crescent City, California 95531

Fax (707) 465-0340

Planning (707) 464-7254	Engineering & Surveying (707) 464-7229	Roads (707) 464-7238	Building Inspection (707) 464-7253	Code Enforcement (707) 464-7254	Environmental Health (707) 465-0426
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DATE: 12/9/2019 **AGENDA DATE:** 12/17/2019

TO: Del Norte County Abandoned Vehicle Abatement Service Authority

FROM: Dominic Mello, Code Enforcement Officer 

SUBJECT: Report for 1st Quarter Abatement Activities.

RECOMMENDATION FOR BOARD ACTION: Approve and Accept the Quarter Report

SUMMARY/DISCUSSION

See attached Exhibit A for 1st quarter report for the AVA Service Authority.

Cost figures are expenses paid during the quarter specified. The number of vehicles represents actual number of vehicles abated by means of tow or voluntary abatement during specified quarter.

First Quarter

Number of automobiles/trailers/RV's voluntary abatement in first quarter: 5

Number of automobiles towed in first quarter: 2

Number of trailers/recreational vehicles towed in first quarter: 3

Abatement funds available as of 12/9/2019: \$ 26, 682.87

7.1

