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 March 17, 2020 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 dnswma@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.

OPEN SESSION ITEMS:

CEREMONIAL ITEMS:

1. Discussion and possible action regarding Resolution 2020-02, Honoring Eileen Cooper for Decades of Civic Engagement. **

2. **CONSENT AGENDA**
   - 2.1 Approve minutes, Regular Session, Tuesday 18 February 2020. **
   - 2.2 Acknowledge receipt of letter from Hambro /WSG requesting annual CPI-based rate adjustment. **
   - 2.3 Approve budget transfer for fiscal year 2019/2020 in the amount of $4,200.00 **

END CONSENT AGENDA

3. **DIRECTOR'S REPORTS**
   Agenda items 2.1 through 2.5 are provided for information only
   - 3.1 Director's Report for March 2020. **
   - 3.2 Treasurer / Controller Reports for January 2019 – Not available at time of publication
   - 3.3 Claims approved by Director & Treasurer for February 2020 **
   - 3.4 Monthly Cash and Charge Reports for February 2020 – Not available at time of publication
   - 3.5 Earned Revenue Comparisons between FY18/19 and FY19/20 – Not available at time of publication

DISCUSSION/ACTION ITEMS

4. LANDFILL POSTCLOSURE

4.1 Status report regarding letter sent to Christina Reese of CalRecycle requesting a reduction to the Post-Closure Financial Assurance Multiplier for the Crescent City Landfill. **

5. COLLECTIONS FRANCHISE– No Items

6. TRANSFER STATIONS

6.1 Discussion and possible action regarding letter to the Del Norte Local Transportation Commission regarding traffic considerations associated with development of a Northern Transfer Station. **

6.2 Discussion and possible action regarding plans for contingency operations during a pandemic. **

7. GENERAL SOLID WASTE AUTHORITY MATTERS

7.1 Status report regarding progress on CalRecycle grant for Food Rescue and Recovery being administered by DNATL Food Council. **

7.2 Discussion and possible action regarding compliance strategies and legislative advocacy related to SB 1383. (Staff report not available at time of publication.)

7.3 Discussion and possible action regarding Guiding Principles for Legislative Advocacy. **

7.4 Discussion and possible action regarding nominees for 2020 Green Ribbon Awards. **

8. ADJOURNMENT

Adjourn to the next Special meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday April 14, 2020 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

Resolution Number 2020 – 02

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

HONORING EILEEN COOPER FOR DECADES OF CIVIC ENGAGEMENT

WHEREAS, EILEEN COOPER has been a familiar face at public meetings over the past several decades; and

WHEREAS, EILEEN COOPER has freely expressed her opinions, often made suggestions, and offered her ideas as potential creative solutions to address the issues that were being decided by elected officials; and

WHEREAS, EILEEN COOPER has most recently served as a volunteer on the Del Norte Solid Waste Task Force; and

WHEREAS, EILEEN COOPER has passionately expressed her perspectives on many aspects of reuse, recycling, composting, integrated, and hazardous waste management; and

WHEREAS, the Del Norte Solid Waste Management Authority wishes to express appreciation and to honor **EILEEN COOPER** for being a model of civic engagement, taking time to consider issues of community concern and regularly offering her opinions about those issues at public meetings.

NOW, THEREFORE, BE IT RESOLVED, that the Del Norte Solid Waste Management Authority Board hereby acknowledges Eileen Cooper's decades of civic engagement as an active participant in the process of local governance.

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority Board, County of Del Norte, State of California, this 17th day of March 2020, by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

_____
Blake Inscore, Chair

_____
Kyra Seymour, Clerk

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 February 18, 2020** **4:00 PM**

PRESENT:
Commissioner Blake Inscore, Chair
Commissioner Chris Howard, Vice Chair
Commissioner Jason Greenough
Commissioner Lori Cowan
Commissioner Michael Tomkins
Authority Director Tedd Ward
Authority Clerk Kyra Seymour
Legal Counsel Martha Rice

ABSENT:
Authority Treasurer/Controller Rich Taylor

ALSO PRESENT:
Joel Wallen, Hambro /WSG
David Slagle CEO Hambro/ WSG (Arrived 4:08 P.M.)
Randy Scott, Hambro Recycling
Jeremy Herber, Recology Del Norte.

4:01 PM CALL MEETING TO ORDER / ROLL CALL
PLEDGE OF ALLEGIANCE

Chair Inscore called the meeting to order.

Roll was called with all Commissioners present as listed.

Chair Inscore led the pledge of allegiance.

4:02 PM PUBLIC COMMENTS:

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

2.1

CEREMONIAL ITEMS:

1. Discussion and possible action regarding Resolution 2020-01, Honoring Lori Cowan's services as Chair of the Del Norte Solid Waste Management Authority. **Resolution book**

   On a motion by Commissioner Howard and seconded by Commissioner Tomkins and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the Resolution 2020-01, Honoring Lori Cowan's services as Chair of the Del Norte Solid Waste Management Authority.

OPEN SESSION ITEMS:

2. **CONSENT AGENDA**
   - 2.1 Approve minutes, Regular Session, Tuesday 21 January 2020.
   - 2.2 Approve budget transfer for fiscal year 2019/2020 in the amount of $6,009.00 **022101**

   On a motion by Commissioner Howard and seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 2.1 through 2.2

END CONSENT AGENDA

3. **TREASURER'S REPORTS**
   Agenda items 2.1 through 2.5 are provided for information only
   - 3.1 Director's Report for February 2020. **231501**
   - 3.2 Treasurer / Controller Reports for December 2019
   - 3.3 Claims approved by Director & Treasurer for January 2020 **031202**
   - 3.4 Monthly Cash and Charge Reports for January 2020
   - 3.5 Earned Revenue Comparisons between FY18/19 and FY19/20

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

DISCUSSION/ACTION ITEMS

4. **LANDFILL POSTCLOSURE – No Items**

5. **COLLECTIONS FRANCHISE**

   5.1 Discussion and possible action regarding a letter of 06 February 2020 from Jeremy Herber of Recology Del Norte requesting the annual rate adjustment based on changes to the Consumer Price Index. **180501**

   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 acknowledged the request for the annual rate adjustment based on changes to the Consumer Price Index, and directed staff to draft a Change Order to implement the rate adjustment, to be effective on 01 July 2020.

6. TRANSFER STATIONS – No Items

7. GENERAL SOLID WASTE AUTHORITY MATTERS

7.1 Discussion and possible action regarding the Independent Auditor's Report from Harshwall & Associates and the Annual Financial Statements for the Del Norte Solid Waste Management Authority for the year ended June 30, 2020, and associated responses. **012101**

On a motion by Commissioner Howard and seconded by Commissioner Tomkins and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved for filing the Independent Auditor's Report from Harshwall & Associates and the Annual Financial Statements for the Del Norte Solid Waste Management Authority for the year ended June 30, 2020, and associated responses.

By consensus, staff were also directed to request a written response from the Del Norte County Auditor as to when and under what circumstances the Authority could anticipate being provided the necessary information to comply with GASB 68.

7.2 Discussion and possible action regarding Hambro Recycling's application to provide pilot project recycling collections to outlying areas of Del Norte County. **071802**

By consensus, staff were directed to support Hambro Recycling's application to CalRecycle for a grant to provide pilot project recycling collections to outlying areas of Del Norte County, and authorized to sign documents related to the submittal of this grant application.

7.3 Discussion and possible actions regarding efforts to develop and advocate for legislation prescribing the roles of rural communities like Del Norte County in addressing Statewide organic disposal reduction targets. **151803, 120502**

Director Ward introduced this topic. On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority directed staff to work with ESJPA staff as well as other affiliated organizations and colleagues to advocate as necessary to find an author for this legislation this year, and authorized the Chair to sign support letters as needed while this bill moves through the legislative and committee review process. Staff were also directed to work with City and County staff to support such legislation once it is introduced.

7.4 Discussion and possible action regarding sending support letters to legislators regarding SB 54 (Allen) and AB 1080 (Gonzalez). **120502**

The motion by Commissioner Howard and seconded by Commissioner Tomkins was tabled for a later meeting, after discussion.

7.5 Discussion and possible action regarding Guiding Principles for Legislative Advocacy. **120502**

On a motion by Commissioner Howard and seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority, approved the Guiding Principles for Legislative Advocacy, with the inclusion of support for removal of regulations that hamper the development of new technologies that expand recovery of material and energy resources from discards collected in California.

7.6 Discussion and possible action regarding a request for an Authority-allocated dumpster in support of the 2020 Broom Bash. **031205**

On a motion by Commissioner Howard and seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority, approved an Authority-allocated dumpster in support of the 2020 Broom Bash.

8. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday March 17, 2020 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 5:06 P.M. until the regular meeting on March 17th, 2020.

_____ Date / /

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

ATTEST:

_____ Date / /

Jason Greenough, Secretary
Del Norte Solid Waste Management Authority

Submitted:

_____ Date / /

Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

HAMBRO WSG

RECEIVED
FEB 20 2020
DNSWMA

February 13, 2020

Tedd Ward, Director
Del Norte County Solid Waste Authority
1700 State Street
Crescent City, CA 95531

As per our Agreement dated March 3, 2003, Hambro/WSG is respectfully submitting a request for a CPI adjustment for solid waste.

The CPI increase should cover all areas of our agreement, Operations, Transport and Disposal for the 2019/2020 period.

Concerns for the future include the minimum wage increases that pressure us to raise wages and healthcare for our employees. Also, an issue we all share is recycling rates for recovered material is at an all-time low.

We hope to address these issues in the upcoming years as currently Hambro WSG employees do not have healthcare insurance that existed when we commenced the contract.

Hambro WSG at this time would like the DNSWMA to consider allowing a 100% CPI to help begin to cover these costs.

Hambro will continue to seek other opportunities utilizing all recyclable waste materials. It is an interesting time in the development of waste stream management, and we will continue to explore all possible solutions.

Respectfully submitted,

Joel K. Wallen

Joel Wallen, General Manager
Hambro WSG, Inc.

2.2

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	10012	Overtime		$ 4,000
Solid Waste	422	421	10015	Part-Time / Temp	$ 1,200	
Solid Waste	422	421	20232	Professional Services - Well Monitoring	$ 3,000	
Solid Waste	422	421	20280	Delivery Service		$ 200
Department complete and send to Auitor's Office for transfer number				**Total Amounts**	$ 4,200	$ 4,200

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

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 AdministrativeOfficer:
(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 March 2020

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Kyra Seymour

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

2.3

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:	10 March 2020
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
Reporting Period:	14 February 2020 – 09 March 2020
Attachments:	1. Letter to Clinton Schaad, Del Norte County Auditor re. GASB 68
	2. Authorization of Pilot Project Application by Hambro Recycling

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 and accounting, along with 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.

Ceremonial Item 1 is a Resolution Honoring Eileen Cooper for her decades of civic engagement.

Consent Agenda Item 2.2 is Hambro/WSG's request for the CPI-based rate adjustment, based on changes to the Consumer Price Index (CPI). The rate adjustment will be based on the CPI index for March, (which is not published until April) and will be effective starting in July 2020.

Consent Agenda Item 2.3 is a budget transfer, adding funds for Overtime ($1,000), water sampling ($3,000) and Delivery Services ($200) for water samples to laboratories for analysis, and taking those funds (-$4,200) from the line to pay part-time temporary employees.

Landfill: On 28 February, Director Ward and Facilities Coordinator Seymour met with Misha Schwarz and Amy Livingston of GHD to discuss the status of the land-swap between California State Parks and Del Norte County for a portion of the landfill property. Due to a drop in air traffic at the airport funding for this mitigation including removal of invasive species and the property swap has been suspended. GHD representative toured the landfill property to assess what work still needed to be done so they could revise their plan so this work may resume when air traffic increases and funding for these activities becomes available.

On 09 March, Director Ward worked with nine other Tolowa Dunes Stewards volunteers to remove scotch broom on the landfill property.

Staff note that the semi-annual monitoring report regarding the landfill was **Agenda Item 4.1** is a letter to CalRecycle requesting a reduction in the post-closure multiplier, which has been approved on several prior occasions. Staff have standing direction to apply for this reduction annually. If approved, this will reduce the liability associated with the landfill on the Authority's annual audit, and thereby improved this agency's net position.

Transfer Stations: As a follow-up to a series of meetings the Director had with Tamera Leighton, **Agenda Item 6.1** is a request that the Del Norte Local Transportation Commission (LTCO) provide what support they can in assisting with the traffic analysis necessary for permitting this public facility.

Agenda Item 6.2 is a description of the current plans for operations of Authority facilities should the covid-19 virus (or any other pandemic) become widespread in Del Norte County.

Finances: The attached letter has been sent to Del Norte County Auditor Clinton Schaad regarding GASB 68 compliance as directed by the Authority Board at the February meeting.

Grants: The attachment has been submitted, including the support letter and qualifying application from Hambro Recycling to CalRecycle for a pilot-project beverage container collection program providing limited redemption services to outlying areas of Del Norte County. If accepted, Hambro Recycling may be invited to submit a full pilot-project grant application.

Outreach / Advocacy: **Agenda Item 7.1** are the notes used during the recording of the KFUG radio program which aired on 06 March, and those notes provide a summary of the status and successes of this food rescue program so far. Meredith Knowles, who is coordinating the Food Rescue project for the DNATL Food Council, participated in this KFUG broadcast of Rethinking Recycling, on the topic of food rescue.

On 06 March, Director Ward, Programs Coordinator Seymour, and Meredith Knowles, who is coordinating the Food Rescue project for the DNATL Food Council, participated in another KFUG broadcast of Rethinking Recycling, on the topic of food rescue.

Agenda Item 7.2 will be a discussion of the status of a legislative response to the requirements of SB 1383. This will be a topic of discussion at the 12 March meeting of the Rural Counties' ESJPA in Sacramento. Staff understand that the ESJPA lobbyist has found a sponsor for this bill, and the Director intends to present a status report regarding this effort at the meeting.

Agenda Item 7.3 is a revised version of the Guidelines Principles for Legislative Advocacy, based on input from Commissioners at the February meeting.

Agenda Item 7.4 are staff suggestions for possible Green Ribbon nominees. Commissioners are invited to make additional suggestions. This year's nominees include supporters of DNATL Food Councils' Food Rescue and Food Forest projects, pharmacies and other businesses supporting Take Back programs, and the Tolowa Dunes Stewards

Community Cleanup: Saturday 28 March is the date for the 2020 Broom Bash at Pacific Shores. This annual event is a collaborative effort of the US Fish & Wildlife Service, the Sequoia Zoo, the Tolowa Dee-ni' Nation, and Tolowa Dunes Stewards. People interesting in volunteering to participate should contact the Tolowa Dunes Stewards at 707-954-0953.

Personnel: During the past month, one staff person was placed on Administrative Leave for one day (8 hours) out of concern that they may have been exposed to the covid-19 virus. Staff also completed an internal recruitment to hire the Refuse Site Attendant / Office Tech position.

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

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06 March 2020

Mr. Clinton Schaad
Del Norte County Auditors Office
981 H Street, Suite 140
Crescent City, CA 95531

SUBJECT: Written response requested re. GASB 68 compliance

Dear Mr. Schaad:

At the 18 February 2020 meeting of the Del Norte Solid Waste Management Authority, the Board of Commissioners reviewed the staff response to findings of the FY 18/19 audit from Harshwall & Associates, including the following:

"2019-001 GASB 68 Implementation (Significant Deficiency) – Repeated (Page 33)

2018-002 (Page 34) – Not Implemented

The audit report indicates that Authority employees are reported to CalPERS under the County of Del Norte pension plan, and treated as County of Del Norte employees for the purposes of pension reporting. This same comment was made as part of the audits for the past six fiscal years.

2019-001 Authority Staff Response & Plan for Action

Authority implementation of GASB 68 requirements are similar to the level of implementation of these requirements achieved by other Del Norte County departments.

In conversation County Auditor Clinton Schaad has confirmed that until Del Norte County separates the pension records for Authority employees from other employees of Del Norte County and other entities for which it keeps accounts, Authority staff will not have the information necessary to comply with GASB 68. Authority staff have requested that the County Auditor separate Authority employees for pension reporting under CalPERS.

The Authority Treasurer/Controller and Authority staff will review the requirements of Governmental Accounting Standards Board Statement number 68, addressing accounting and financial reporting requirements for pensions provided to local government employees, and take steps in coordination with the Del Norte County Auditor and Del Norte County Personnel Departments to ensure compliance with GASB 68."

Though the Board of Commissioners approved the staff response above, by consensus they also directed staff to request a written response from you as the County Auditor regarding when or under what conditions the Authority could anticipate access to the information necessary for this agency to comply with GASB 68. Clearly, the Board is concerned about this finding which has been repeated for the past several years, but for which the Authority staff have limited ability to resolve.

Please provide a written explanation regarding what steps will be necessary for the Del Norte Solid Waste Management Authority to comply with GASB 68 in future years. This is not an urgent priority, but we ask that you reply before the end of this year so staff can be better prepared for next year's audit.

Sincerely,

Tedd Ward

Tedd Ward, M.S. – Director
Del Norte Solid Waste Management Authority

Richard D. Taylor

Richard D. Taylor, C.P.A. – Treasurer
Del Norte Solid Waste Management Authority

Del Norte Solid Waste Management Authority

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03 March 2020

Division of Recycling / Certification Unit
801 K Street, MS 15-59
Sacramento, CA 95814

SUBJECT: Authorization for Pilot Project Application from Hambro Recycling

To Whom It May Concern:

On 18 February 2020, the Board of Commissioners of the Del Norte Solid Waste Management Authority, a joint powers authority of the City of Crescent City and the County of Del Norte, unanimously voted to support the submittal of this Pilot Project Application from Hambro Recycling. This agency is responsible for administering all solid waste, recycling, composting, and household hazardous waste services in Del Norte County. Following the closure of our county's only Buy-back center in September 2017, Hambro Recycling has been providing all beverage container buy-back services in Del Norte County since January 2018. Simply put, without Hambro Recycling, there would be no beverage container buy-back services in our county.

If approved, this project will provide the most convenient buy back recycling opportunities ever for residents in the unincorporated towns of Klamath, Gasquet and Smith River. Our rural communities have residents who pay beverage container deposits, and our agency believes they too deserve relatively convenient redemption opportunities. Our agency deeply appreciates that this grant program gives appropriate special consideration to rural applicants, and relaxes some of the requirements regarding open hours and convenience zones to encourage programs like this to try new methods of providing buy-back opportunities. We encourage CalRecycle to approve this pilot project application so we can see how we can make beverage container recycling more effective in rural communities like ours.

Sincerely,

Tedd Ward

Tedd Ward, M.S. - Director
Del Norte Solid Waste Management Authority

DIVISION OF RECYCLING/CERTIFICATION UNIT
801 K Street, MS 15-59, Sacramento, CA 95814
(916) 324-8598

DOR USE ONLY
Reg ID _____
Case # _____
Pilot # _____

www.calrecycle.ca.gov

State of California
CalRecycle 917 (New 4/19)

State of California
Gavin Newsom, Governor
Department of Resources Recycling and Recovery

Pilot Project Application
Jurisdiction Application

- **Please type or print neatly in ink**
- **Write N/A for any items that are not applicable**

SECTION 1 – JURISDICTION INFORMATION

Name of Applicant Jurisdiction

Del Norte Solid Waste Management Authority

Authorizing Department or Office

Local Government Agency Type

☐ City ☐ County ☑ Combination of Cities and/or Counties
(Combined cities and/or counties: Complete and attach a separate section 1 for each city or county applying.)

Business Address (no PO Boxes)	Suite/Office	City	County	State	Zip
1700 State Street		Crescent City	Del Norte	CA	95531

Mailing Address (indicate if same as business)	Suite/Office	City	County	State	Zip

Business Phone	E-mail	Website
(707) 465-1100	tedd@recycledelnorte.ca.gov	www.recycledelnorte.ca.gov

Taxpayer ID 94-2254126

Required for ALL applications.

SECTION 2 – CONTACT INFORMATION

First Name	Middle Name	Last Name	Suffix
Theodore	Kevin	Ward	M.S.

Title	Direct Phone	E-mail
Director	(707) 465-1100	tedd@recycledelnorte.ca.gov

Attach a business card. (Optional)

SECTION 3 – PILOT PROJECT DESCRIPTION

1. The pilot project serves (check all that apply):
   - ☐ At least three unserved convenience zones
   - ☐ One or more convenience zones impacting a total of at least 30 dealers in unserved convenience zones
   - ☑ A rural region

2. What are the planned dates of operation for this pilot project?

   Beginning: upon approval of application **Ending:** 7/1/22 with hopes of extending

3. Provide a detailed map of the pilot project area. Include proposed locations of pilot project recyclers.

4. Describe how this pilot project will meet the requirements of Section 14571.9 of the California Beverage Container Recycling and Litter Reduction Act. Include an analysis of the potential impacts on recycling in the jurisdiction. (*Attach additional sheets as necessary.*)

   see attachment

HAMBRO FOREST PRODUCTS

P.O. Box 129 445 Elk Valley Road
Crescent City, CA 95531
(707)464-6131
Fax (707)464-9375

Hambro Forest Products, Inc. dba Hambro Recycling is considering offering remote location CRV recycling collection in addition to its Recycling Center in Crescent City. The plan is to provide an opportunity to the remote outlying areas of Del Norte County to recycle CRV beverage containers, aluminum, plastic and glass. It is our desire to provide residents of these locations the ability to recycle and be compensated for the funds mandated when consumers purchase CRV products.

CalRecycle recognizes the convenient recycling problem for rural communities. CalRecycle has established a Beverage Container Recycling Pilot Program (SB 458-2017 and AB 54-2019). Hambro is considering offering service to these underserved areas of Del Norte county. The pilot program would provide assistance in establishing this operation.

Hambro is considering travel to Klamath, Gasquet and Smith River following the schedule and locations below. Requirements of Section 14571.9 and AB 54 call for 8 hours on the weekdays and 8 hours on the weekend. This schedule would satisfy this requirement.

Klamath would be open on Sundays and would locate at the Klamath Transfer Station from 10:00 AM to 4:00 PM following the hours of the Transfer Station, this would allow for two people on site for convenience and security reasons. Klamath is 22 miles from Crescent City and has a population of approximately 800 people.

Gasquet would be open on Saturdays and would locate at the Gasquet Transfer Station from 10:00 AM to 4:00 PM following the hours of the Transfer Station, as in Klamath, this would allow for two people on site for convenience and security reasons. Gasquet is 18 miles from Crescent City and has a population of approximately 700 people.

Criteria in Section 14571.9 and AB 54 mandate the operation be open to the public for the minimum of eight hours on the weekends. Hambro would fulfill the eight-hour CalRecycle requirement with six hours on Saturday and six hours on Sunday.

Smith River would be open on Tuesdays and would locate at the Howenquet Hall Community Center parking lot from 9:00 AM to 5:00 PM with permission granted by the Tolowa Dee-ni' Nation. Smith River is 14 miles from Crescent City and has a population of approximately 900 people.

Hambro's plan is to provide this service to those people who may have no way or limited ability to visit our CRV Recycle Buy Back Center here in Crescent City. Hambro will send a truck equipped with certified scales, material moving equipment (pallet jack, etc.) an electronic tablet for recording transactions and a cash box, manned by a trained employee. We will inspect material, weigh, redeem and store CRV material in the truck. At the end of the day the employee will return truck, equipment, material and remaining cash our CRV storage facility at Hambro Forest Products, Inc. located at 445 Elk Valley Road, Crescent City, CA 95531.

Other requirements of Section 14571.9.

1. Located in a rural region
2. Per AB 54 operating in a convenience zone isn't a requirement.
3. Hours and days of operation are eight hours on the weekday and eight hours on the weekend are covered under AB 54.
4. Handling fees will be allowed anywhere within a pilot project area under AB 54.
5. Follow all requirements for signage (certification sign, open sign, payment method sign, daily purchase limits, CRV pricing, hours of operation), only eligible CRV containers are redeemable, separate transaction records for each location and provide a map of the pilot project area will be maintained.

   A requirement that Hambro would like to see amended is Subchapter 9.5 Pilot Projects, Article 1. Requirements for Pilot Projects. 2768 (e), Pilot project recyclers shall pay the refund value for no more than 25 pounds of aluminum or plastic beverage containers or 250 pounds of glass beverage containers from a give consumer per day. Hambro has suggested the rural centers have the same redemption level as recycling center in Crescent City. That limit is 100 pounds for aluminum and plastic and 1000 pounds of glass per consumer per day. Giving the consumer one day a week to recycle and having a low limit may impact the amount of recycling at the rural recycling center

A successful application would provide the opportunity to apply for a grant to assist with the funding of the pilot project. The current CRV salvage prices are 25% of the salvage value a year ago. This program could provide additional material to spread costs of doing business in remote community over a larger volume of material.

Hambro would begin operations as soon as applications are approved by CalRecycle. Operations will be evaluated for profitability and the impact on the people served. Surveys to receive feedback from the customers will be conducted. If the program proves successful operations will continue after the pilot project ends in July of 2022 either by continued support from CalRecycle or Del Norte Solid Waste Management Authority.

Hambro Forest Products, Inc.

Hambro Recycling Pilot Project Locations

Smith River, CA Location

Tolowa Dee ni Nation

Howenquet Hall Community Center

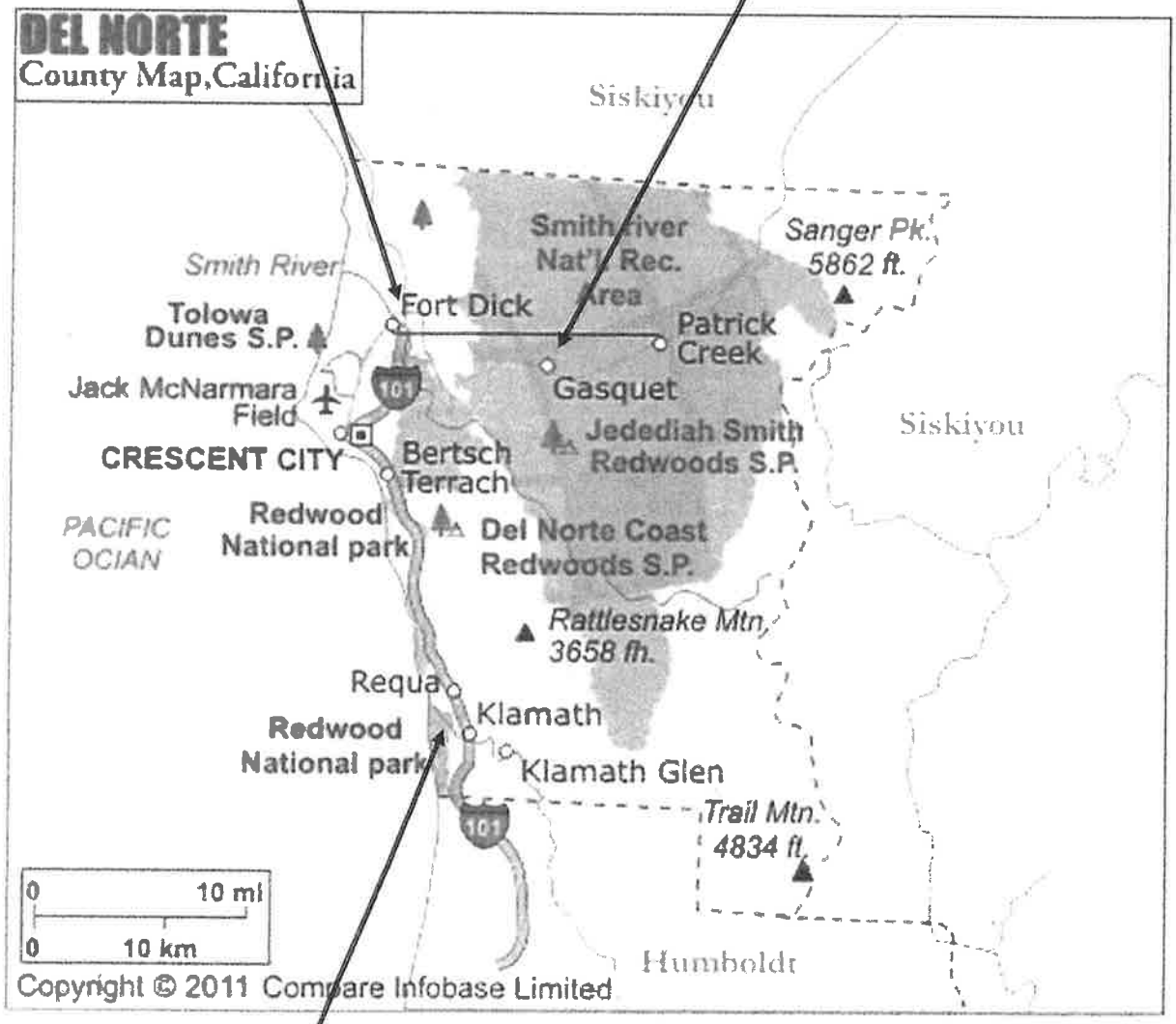
101 Indian Ct.

Smith River, CA

Gasquet Transfer Station

445 Middle Fork Rd.

Gasquet, CA



Klamath Transfer Station

Klamath, CA

oogle Maps 41°30'41.1"N 124°02'18.9"W

Klamath Transfer Station

Google Maps

41°50'47.5"N 123°57'49.2"W

Gasquet Transfer Station

Map data ©2020 500 ft

SECTION 4 – PROPOSED PILOT PROJECT RECYCLERS

Attach additional sheets as necessary.

Organization Name	Taxpayer/Federal ID
Hambro Forest Products, Inc. DBA Hambro Re	94 1583186

Organization Contact Person Name (First, Last)	Contact Phone	E-mail
Randy Scott	(707) 951-6203	randy.scott@ihfpcorp.cor

Business Address (no PO Boxes)	Suite	City	County	State	Zip
445 Elk Valley Rd		Crescent City	Del Norte	CA	95531

Method(s) of Redemption:	☑ Mobile Service	☐ Stationary Location	☐ Other (brief description):

Organization Name	Taxpayer/Federal ID

Organization Contact Person Name (First, Last)	Contact Phone	E-mail
	( )	

Business Address (no PO Boxes)	Suite	City	County	State	Zip

Method(s) of Redemption:	☑ Mobile Service	☑ Stationary Location	☐ Other (brief description):

Organization Name	Taxpayer/Federal ID

Organization Contact Person Name (First, Last)	Contact Phone	E-mail
	( )	

Business Address (no PO Boxes)	Suite	City	County	State	Zip

Method(s) of Redemption:	☐ Mobile Service	☐ Stationary Location	☐ Other (brief description):

Organization Name	Taxpayer/Federal ID

Organization Contact Person Name (First, Last)	Contact Phone	E-mail
	( )	

Business Address (no PO Boxes)	Suite	City	County	State	Zip

Method(s) of Redemption:	☐ Mobile Service	☐ Stationary Location	☐ Other (brief description):

SECTION 5 - DECLARATION AND SIGNATURES

Who must sign affidavit: The authorizing individual of the jurisdiction must sign.

a) I agree to administer the pilot program in compliance with the California Beverage Container Recycling and Litter Reduction Act, including all relevant regulations contained in Chapter 5 of Division 2 of Title 14 of the California Code of Regulations.
b) I declare under penalty of perjury under the laws of the State of California that all information on this application and supporting documents is true and correct and that I am authorized to sign this application.

Executed at: City	County	State	Date
Crescent City	Del Norte	California	03 MARCH 2020

Signature: Tedd Ward

First Name	Middle Name	Last Name	Suffix
Theodore 'Tedd'	Kevin	Ward	M.S.

Title: Director

Direct Phone	E-mail
(707) 465-1100	tedd@recycledelnorte.ca.gov

INTERNAL USE ONLY

Indicate the condition(s) met by this jurisdiction:

- ❑ This jurisdiction meets the requisite number of unserved zones.
- ❑ 75% of convenience zones in this jurisdiction are unserved.
- ❑ This jurisdiction is located in a rural region.

This attachment was not complete at the time this agenda was published.

Staff intend to have this report available at the meeting.

3.2 3.4 3.5

CLAIMS APPROVED BY THE DIRECTOR					
Del Norte Solid Waste Management Authority					
Claims for February 2020					
Date Paid	*Paid to:*	*Budget*	*Amt. Paid*	*Description*	*Claim #*
2/3/2020	Taylor, Richard D	20235	$ 540.00	Treasurer/Controller Services Jan 2020	8642
2/3/2020	Efficiency Delivery	20280	$ 30.00	INV 437422 Delivery to North Coast Labs 12/30/19	8643
2/5/2020	G.H. Outreach	20285	$ 150.00	INV 063352 Jan 2020 Recycling Services	8644
2/5/2020	Bi-Coastal Media	20240-072	$ 144.00	INV 7710-2 KPOD-FM Co Recycling Ads 01/30-31/20, 9	8645
	Bi-Coastal Media	20240-072	$ 153.00	INV 7710-1 KCRE-FM Co Recycling Ads 01/30-31/20, 9	
2/5/2020	Curry Transfer Roto-Rooter	20140	$ 173.07	INV 66049847 KTS PortaPotty Jan 2020	8646
	Curry Transfer Roto-Rooter	20140	$ 106.42	INV 66049846 GTS PortaPotty Jan 2020	
2/5/2020	DNC Auditor	20121	$ 119.97	Office Telephone Service 01/19-02/18/20	Interdepartmental
2/6/2020	Hambro/Waste Solutions Group	20239	$ 174,056.35	INV 2020-01 Materials Management Jan 2020	8647
2/6/2020	DNC Engineering & Surveying	20285	$ 78.00	INV 2020-09 CSA Sewer User Fees, FY 19/20	Interdepartmental
2/8/2020	DNC Auditor	20237	$ 2,832.23	Debit/Credit Mo. Jan 2020	Interdepartmental
2/10/2020	Recology Del Norte	20238	$ 1,672.08	INV 4230 Klamath Beach Rd 01/20 Bin Pull	8648
	Recology Del Norte	20238	$ 418.02	INV 4229 Old Gasquet Toll Rd 01/20 Bin Pull	
2/13/2020	David Mason dba DDR	20231	$ 1,581.12	INV 002 w/o 20-01 Site Security 02/03/20	8649
	David Mason dba DDR	20231	$ 98.82	INV 001 Kickoff Meeting 12/19/19	
2/19/2020	Stillwater Sciences	20231	$ 189.00	INV 7870010 PRO 787.00 12/30/19-02/02/20 Services	8650
2/19/2020	Butcher, Andrew	20231	$ 750.00	INV 000008-R-0007 IT Services Mar 2020	8651
2/19/2020	Lawrence & Associates	20231	$ 303.75	INV 26827 PRO 015063.00 Dec 1-31 2019 Services	8652
2/19/2020	United States Cellular	20121	$ 102.25	INV 0355756098 02/04-03/03/20 Cell Service	8653
2/19/2020	Canon Financial Services, Inc.	20221	$ 64.95	INV 21119957 Printing Charges Jan 2020	8654
	Canon Financial Services, Inc.	20250	$ 142.02	INV 21119957 Contract Rental Feb 2020	
2/21/2020	Humboldt Petroleum, Inc.	20171	$ 695.22	INV-002073 Repair Ignition 4-Runner	8655
2/24/2020	Recology Del Norte	20288	$ 290.17	BILL 05764691 900 Tenth St - City Yard	8656
	Recology Del Norte	20283	$ 525.88	BILL 05764683 500 Cooper Ave - County Yard	
	Recology Del Norte	20288	$ 687.07	BILL 05764667 1001 Front St - Cultural Cntr	
2/25/2020	Mission Linen Supply	20140	$ 31.09	INV 511911721 Linen Service 02/25/20	8657
	Mission Linen Supply	20140	$ 31.09	INV 511816082 Linen Service 02/11/20	
	TOTAL		$ 185,965.57		

3.3

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.

05 March 2020

Ms. Christina Reese
Waste Permitting, Compliance and Mitigation Division
Financial Assurances Unit
California Department of Resources Recycling and Recovery (CalRecycle)
1001 I Street
PO Box 4025
Sacramento, CA 95812 4025

SUBJECT: Request for Reduction in Post-Closure Financial Assurance Multiplier for the Crescent City Landfill

Dear Ms. Reese:

The Del Norte Solid Waste Management Authority (Authority), a rural regional joint powers authority comprised of the City of Crescent City and the County of Del Norte, hereby request a reduction in the multiplier used to assess the financial liability associated with the Crescent City Landfill. Final closure construction of this facility was completed on 01 February 2006. Authority staff, partner agencies and contractors have maintained this landfill and monitored surface, storm, and ground water quality since closure was completed.

Last year, the Authority Board adopted an updated Pledge of Revenue and adopted Resolution 2018-02, Adopting a Pledge of Revenue Agreement with CalRecycle Establishing Financial Assurance for Postclosure Maintenance of the Crescent City Landfill.

As you are aware, each year the Authority must estimate the amount of the post-closure liability by multiplying the engineer's estimate of the annual post-closure maintenance expenses times thirty (30). This significant liability is recognized each year within the Authority's financial audit, and is not reduced by annual maintenance or monitoring expenses, though projections of these expenses were the basis for the engineer's estimate.

4.1

As of February 2020, fourteen years will have elapsed since the post-closure maintenance period began. CalRecycle has sent the following letters approving the reduction of the postclosure maintenance multiplier:

- from 30 to 25 in September 2012,
- to 24 effective February 2013,
- to 23 effective February 2014,
- to 22 effective February 2015,
- to 21 in a letter from September 2016
- to 19 effective February 2018
- to 18 in a letter from March 2019

The Authority hereby requests that CalRecycle officially reduce the Del Norte Solid Waste Management Authority's multiplier for calculating the post-closure liability for the Crescent City Landfill by twelve years to be seventeen (17), effective February 2020.

If you have questions or need further information, please contact me. Thank you in advance for your consideration of this request.

Sincerely,

Tedd Ward

Tedd Ward, M.S. - Director
Del Norte Solid Waste Management Authority

cc: Ms. Gina Morrison, North Coast Regional Water Quality Control Board
Mr. Jim Barnts, Del Norte County Engineer
Mr. Clinton Schaad, Auditor/Controller, County of Del Norte
Ms. Heidi Kunstal, Del Norte County Community Development Department

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09 March 2020

Ms. Tamera Leighton, Executive Director
Del Norte Local Transportation Commission
900 Northcrest Drive, PMB 16
Crescent City, California 95531

SUBJECT: Request for support in traffic scoping and related analysis associated siting Northern Transfer Station

Dear Ms. Leighton:

The Del Norte Solid Waste Management Authority (Authority), a rural regional joint powers authority comprised of the City of Crescent City and the County of Del Norte, has begun the scoping process to site, permit and construct a Northern Transfer Station.

Our agency intends to develop a transfer station to serve northern Del Norte County - a small-volume transfer station to operate like similar facilities in Klamath and Gasquet. Most of the year, the Klamath transfer station is open on Sundays and Wednesdays from 10 AM – 4 PM, and Gasquet is open on Saturdays from 10 AM to 4 PM. Between July and September, Klamath is also open on Fridays, and Gasquet is open on Thursdays. It is likely that the property would need to be fenced or have other means of limiting public access when the facility would be closed. Properties outside the Coastal Zone near Highway 101 between the town of Smith River and Clifford Kamph Memorial Park would be suitable. Permitting could be significantly more complicated within the Coastal Zone.

The properties being considered at this point are accessed from Highway 101 from one of three intersections: Rowdy Creek, Timbers, and Oceanview (and Sarina). Considering that in FY 18/19, the Klamath Transfer Station had 3003 customers, as a planning-level estimate, we are projecting an upper end of 5,000 round-trip visits, or 10,000 vehicle trips annually associated with this facility. As customers already travel from Oregon to use the Del Norte County Transfer Station in Crescent City, staff anticipate that a substantial fraction of the customers using the Northern Transfer Station would be coming from the north.

6.1

The Del Norte Solid Waste Management Authority requests that the Del Norte Local Transportation Commission support the development of this public facility by providing an exponential traffic analysis for the increased turning movements associated with this facility.

Sincerely,

Tedd Ward

Tedd Ward, M.S. – Director
Del Norte Solid Waste Management Authority

cc: Heidi Kunstal, Director – Del Norte Community Development Department

Del Norte Solid Waste Management Authority

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Staff Report

Date: 10 March 2020
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward - Director
File Numbers: 201902 – Transfer Station Operations
091411 – Injury & Illness Prevention Plan

Topic: **Contingency Operations Plans for Transfer Stations During Pandemics**

Recommendation: That the Board:

1. Authorize the Director to place employees on Paid Administrative Leave who are asymptomatic but are known to have been exposed or likely to have been in contact with a person exposed to the Covid-19 virus or any other disease with pandemic potential. The Director will report to the Board the number of employees and total hours of such Paid Administrative Leave each month as part of the Director's report.
2. Consider and provide guidance to staff regarding the attached table with increasingly substantial operational changes at the transfer stations.

Background: At least one patient at Sutter Coast Hospital has been tested in Del Norte County as a possible coronavirus (Covid-19) case. Governor Newsom has declared this outbreak a state of emergency. At this time, CDC advises that some people may be contagious with this virus and show no significant symptoms. Authority facilities provide services that the greater community will continue to depend upon even if this disease becomes a pandemic. The Authority only has nine staff, and staff seeks concurrence and/or guidance from the Board regarding contingency operations plans.

Analysis: Considering the potential for this disease to be contagious from people with very mild flu-like symptoms, if this disease spreads throughout the Del Norte community, it is likely that one or more Authority staff members may be exposed to this disease within the coming months. The options on the table that follows address five inter-related policy goals:

1. Informing the public regarding where and how to unload potentially disease-contaminated materials, and how to use the facility safely.

2. Empowering the Director to place asymptomatic employees who have possibly been exposed to the Covid-19 virus on Paid Administrative Leave. Cathy Hafterson of the Del Norte County Human Resources Department explained that sending asymptomatic employees home rather than having them work their assigned shifts should be done in a non-discriminatory way, without using any employee's hours of accrued medical leave or vacation.
3. Empowering the Administrative Assistant and the Director to adjust work schedules to minimize exposure and potential transmission of this disease from employee to employee.
4. Empowering the Director to adjust and prioritize facility operations hours depending on staff availability during a pandemic.
5. Prioritizing Recology Del Norte's ability to unload the mixed wastes and other materials they collect at the DNCTS. If there was an unavoidable staff shortage at the Authority or for Hambro/WSG, keeping the facility open to Recology Del Norte trucks would be the top priority.

Overall, the intent of this plan is to protect the public and employee health, be flexible and responsive as needed, and to continue uninterrupted services to the extent possible. To the extent that services need to be reduced, maintaining the capacity for Recology Del Norte to continue their regular collections will be the top priority. As a public facility, staff are making plans so that when potentially disease-contaminated materials are disposed at the Del Norte County Transfer Station, that such contaminated materials will be managed to minimize exposure. Such exposure control will likely include using public service announcements to notify the public that self-haulers coming to the Del Norte County Transfer Station could be increasing their exposure.

If this pandemic affects three or more Authority employees, keeping Authority facilities open may require staff working while they are symptomatic. If this became the case, the Director would work with the County Public Health Officer to craft a Public Service Announcement that clarified the potential exposure risk of using Authority facilities. Closing all Authority facilities would be a last resort, and such closure would be re-considered daily until services could be resumed, starting with Recology Del Norte collection services, then expanding as staff became available.

Related Issues: Solid waste and recycling services are basic community needs akin to other public works like water, power and sewer or septic services. As such, staff are planning for continuing operations to the extent possible under different circumstances, different exposures and levels of staff illness, and different levels of health concerns as set by the public health officer.

As the covid-19 pandemic poses a greater risk to those of more advanced age, there is also the possibility that one or more Authority (or Hambro/WSG or Recology Del Norte) employees will need to take time off work to care for a family member or friend.

Some people do not have enough savings to have an extended time off work without a paycheck. This may affect employees' decisions to continue working when their symptoms are mild, and may thus also impact how rapidly this disease circulates in Del Norte County.

Contingency Operations Plans for Transfer Stations During Pandemics

Operational Strategy	Description	When to Start or Stop
Normal Operations	All facilities open, normal hours.	When staff is available and not contagious.
Precautionary scheduling	Scheduling staff for minimal overlap to reduce contagion. This means some staff work weekends in the office, and fewer staff in office on weekdays.	This option spreads workload while minimizing exposure between employees. Start when one or more employees potentially exposed. Employees known to be exposed may be sent home on administrative leave, and if symptomatic are advised to stay home on medical leave.
Signage at facilities & Operations plans by HWSG	Signs could advise customers re. how to minimize exposure, and where to dispose of potentially contaminated wastes.	Pandemic operations plans being drafted now. Start when pandemic cases confirmed in Del Norte.
Disposal of possibly contaminated materials	Potentially contaminated wastes will be loaded onto outbound trailers with minimal time on TS floor	Start when pandemic cases confirmed in Del Norte. Stop when public health officer says this no longer necessary.
Health Advisory Public Service Announcements (PSA)	PSA for radio and newspaper discouraging people from using facilities until pandemic abates to reduce disease spread.	Release and timing of such PSA would be coordinated with the public health officer.
Partial closure of DNCTS	DNCTS self-haul customers strongly discouraged from using facility. Recology Del Norte and commercial charge customers would be allowed.	This option would be imposed only when DNSWMA lacks staff to maintain hours, or when advised to do so by public health officer to reduce exposure.
Closure of KTS and GTS	Closure of Klamath and/or Gasquet Transfer Station for some or all of the open hours.	If needed due to staff shortage, days or hours of these facilities could be reduced.
Minimal Operations While Remaining Staff Could Be Contagious	PSA for radio and newspaper discouraging people from using facilities would include notice that DNSWMA employees had been exposed or had symptoms.	After operations are reduced to a minimum, keeping facilities open will require employees, even if remaining employees have symptoms and are possibly contagious. This is a final effort to keep the DNCTS open to Recology and for other basic health and safety functions.
Total Closure	All facilities closed.	This last resort decision would be re-visited daily until some operations could be resumed, with staff who are able to return to work.

KFUG-Rethinking Recycling Radio Program

KFUG Studio on Elk Valley Road

Friday 06 March 2020 at 11 A.M.

Topics: **Food Rescue, Collection, Storage, Re-distribution**

Guest: **Meredith Knowles,** Food Recovery Coordinator, DNATL Community Food Council

Paul's opening remarks: In addition to the reducing, reusing, and recycling topics we talk about here on Rethinking Recycling, we have also talked a bit about composting. Back in November, we talked about ways to make stews and soups from leftovers as another way to reduce food wastes. Today we have a guest and we are going to talk about food rescue.

Tedd: Yes, we have Meredith Knowles here today who is the Food Recovery Coordinator for the DNATL Food Council.

Paul: Welcome Meredith. Tell us, what exactly is food rescue, and why is this important?

Meredith:

Thank yous

Food rescue (or food recovery) = we intervene where edible food would otherwise go to waste. In the context of my role: looking at intercepting edible food before it goes to the landfill. In the "food recovery hierarchy" I'm looking at food that is otherwise safe, edible, and healthy for human consumption but for other reasons are being thrown away.

Overlap with others who do work under the food recovery hierarchy, but they may be looking at things like food scraps, or other food that is inedible for humans, but would be better served going to animal feed or compost, but still keeping it out of the landfill.

Paul: How did you get involved with rescuing food here in Del Norte?

Meredith:

Focus of most of my work is food justice -- taking action to build sustainable and consistent access to food.3 lowest in food security out of CA's 52 counties *(Food security means reliable access to nutritious, culturally relevant food for all people to live an active, healthy life.)

DNATL Food Council: work in a variety of ways with community partners to research the factors affecting access in our community, identify gaps and challenges, and create solutions. The Food Council also is home to the Pacific Pantry (only choice-based emergency food pantry & serve almost 600 people per month...You may have heard quite a bit about the Pacific Pantry back in the fall when the funding ended. Bare shelves at holidays.. It was one week into this project that I learned the Pantry's funding was gone until the City could reapply for the block grant we depend on.

⅓ of our community's kids don't get the food and nutrition they need to thrive, at the very same time that nearly 4 million pounds of food get thrown out every year. People need food and there's a lot going to waste. Win-win.

Paul: So describe to me how food rescue works in practice. Walk me through the steps of how food is identified for rescue, how it is collected, how it is processed, and how it is being re-distributed.

Meredith:

We do a lot of things differently than other food recovery initiatives in the country. Most food recovery programs thrive in urban environments, and we have to work differently in our rural context.

Started with waste characterization studies to actually find out where the food that is being thrown away is coming from. Break it down into categories -- how much comes from residential homes, how much comes from grocery stores, restaurants, institutions.... Then prioritize what we actually can recover. While residential homes are the number 1 contributor to food waste, it's not the place we can safely recover food, so instead we focus on prevention. But after that, we looked at places we could effectively recover food with the person-power and the resources we have.

Adapt to the unique circumstances of each donation site. Try to say yes as often as we can -- from restaurants, to schools, to farms, to residents who want help gleaning apples or citrus that are overabundant on their trees. Some are simple, organizations call me when they have food they don't want to waste and if it's safe at room temperature, I pack up my car with food grade containers and we pack it up. Some local restaurants have been great partners; (shout out to Sally's by the Sea-- help us pack up left-over pastries to in totes to bring to places where grab-and-go items make the most sense) Alexandre Dairy donates weekly to us any milk that is close-dated and they're not able to sell. We drive out to the farm each week and load up a pick up truck with as many pallets of milk we can fit. We take it back to the refrigerators in the pantry, fill up a grab-and-go community fridge at the Family Resource Center, drive to after-school groups and to the Surf Apartments for their distribution. I'm a community organizer at heart, so I'm putting a lot of that to use--learning about how people access food resources in the county and utilizing those networks to get food out quickly.

We're also a pretty small, rural community, so "conventional" donors like grocery stores and farms are in very small numbers. Going, we just ran through a list of every place we could think of that has or serves food and started conversations. Institutions like the school system have taken a priority. They're putting out a lot of food, and also do a lot internally to prevent food waste, which is so awesome to see and support. But they're also restricted in what they can do, so that's where we step in. We actually coordinate with kitchen staff to come in at the end of lunch periods on their scratch-cooked meal days and safely pack up those prepared meals into deli containers where we can freeze and distribute through our network. The hot/prepared food recovery is pretty novel in the world of food recovery. It's very time-sensitive, it's labor-intensive, and it requires a lot of food safety knowledge and skill to carry out. Most groups

prioritize the easier stuff first, because it makes sense. But what makes sense to us here is a little different. This is what's available and impactful. So we take it on.

Distribution is growing too. Obviously we put a lot out through the Pantry; it's a direct link and the need is there. But they have capacity limits just like everyone else. This project isn't a fill-the-shelves-project. My goals with the distribution are directly tied to my emphasis on food justice--I'm thinking about access and how to strip down assumptions about how our community members access foods and services. So I'm building a wide-spread distribution system that includes a mobile refrigerated unit that can actually take rescued food around Del Norte, as well as working with community partner to tap into already-existing distribution systems, and using boots-on-the-ground community members who have access to populations that might otherwise be missed.

Paul: I know there are many health and safety codes and regulations that relate handling food...making sure you aren't serving food that has started to spoil. There was even a local restaurant that was shut down on Valentine's Day for that very thing. How are you navigating all those regulations as you rescue food? Are you doing this all by yourself, or are you looking for volunteers?

Meredith:

We take food safety very seriously. Follow all of the same safe food handling practices that you'd find in any commercial kitchen. Hair nets and hats, gloved up, and making sure with hot food we're holding at temperature and then divy-ing it up into shallow containers that we can freeze and keep out of the "temperature danger zone." (Work fast!)

Partners/Network/Best Practices: We also look to the national organization Feeding America that dedicates a huge amount of resources to food recovery and they have published recommendations on how to understand dates and labelings of different categories of food. Most people may not realize that best by dates aren't regulated--they're dated at the discretion of the food manufacturer and are applied (usually *very* conservatively) first to address the optimal texture of food, not its safety. We follow widely shared best practices and recommendations for dated foods, and provide training for any volunteers working with us to make sure we're putting out safe, healthy food.

Doing this work alongside people who are organized in building up a composting network....We feel good about the fact that if we are questioning a food, we can put it in the compost bins in the kids garden or the food forests that the food council also works on. It's still keeping it out of the landfill.

Paul: Are you planning to continue or expand food rescue here in Del Norte? What do you need to make this program even better, reaching more people. If people feel they have something to contribute... how might they get involved and who should they contact?

Meredith:

Oh we're just getting started. The grant funding we're currently using runs through April of 2021, but it's really just to launch things. We're building this in a way to be sustainably

integrated into our community for the long term. But yes, we absolutely need more person-power! Time is of the essence here and we're always looking for more volunteers. Many hands make for light work. The best way to get involved is to visit FoodRescueDelNorte.org. There's a volunteer tab right up at the top and it will direct you to email or call me. Food Council is having a Volunteer Orientation on March 31 at FRC.

Paul: Tedd, I understand that there is a big statewide push to get organics like food scraps and yard debris out of landfills. Why is that important, and how does this food rescue program fit into those efforts?

Tedd: Organics in landfills generate methane. Greenhouse gas. 72 times more potent GHG than CO2 over 20 years. Landfills are the California's third largest emitter of methane. (#1 – Animal belching and flatulence, #2 – Ag Manures. Not sure about what laws may be addressing those concerns, as those materials are generally not part of the municipal waste stream) State is seeing impacts already....2015 drought cost Ag industry $2.7 billion and 20,000 jobs. Concurrent food insecurity: 1 in 8 Californians, 1 in 5 children in CA. Yet >6 million tons of food waste discarded each year.

State has set some ambitious goals. 50% reduction in organic waste disposal by 2020. (Organics include food, yard debris, cardboard, paper, lumber). 20% increase in edible food recovery and 75% reduction in organic waste disposal by 2025.

So food rescue and recovery will be a major focus. Food rescue, animal feed, composting will all be elements of how we expect we will manage these materials in future.

Kyra: And I am working with other members of the Food Council to train a whole new crew of Master Composters. .....

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Staff Report

Date: 12 February 2020
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. - Director
File Number: 120502 - Legislation

Topic: Guiding Principles for Legislative Advocacy

Recommendation: That the Board consider, possibly revise, and adopt the attached Guiding Principles. Staff understand how vital it is to have agency advocacy directed and approved by the Commissioners. Any advocacy communications sent by Authority staff must be approved, and preferably signed by the Chair, if it is impractical for the Authority Board to approve such prior to sending. The Vice Chair may sign or approve such advocacy communications if the Chair is not available. Such advocacy communications will be included in agenda attachments for the following Authority Board meeting.

Background: During the past few years, the Authority Board has directed staff to be more engaged in advocacy regarding legislation that could impact this agency, its members or its programs. To become more engaged in these discussions, the Director has attended and made presentation at the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties. The Director also serves as Treasurer and Board member of the California Product Stewardship Council, and has been a long-time member of the California Resource Recovery Association, Californians Against Waste, and the Container Recycling Institute. Positions adopted by these and other groups are considered as potential advocacy positions for this agency, pending Board approval on a case-by-case basis.

Analysis: The following Guiding Principles is very similar to those presented at the February Authority meeting. In response to comments made by Commissioner Greenough at that meeting, an additional sentence was added to the final section of this document:

" The Authority also encourages the removal of regulations that hamper the development of new technologies to expand recovery of material and energy resources from discards collected in California."

Del Norte Solid Waste Management Authority
Guiding Principles for Legislative Advocacy

Last revised: 17 March 2020 Last approved: _____

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.

As a joint powers authority of the City of Crescent City and the County of Del Norte, the Del Norte Solid Waste Management Authority will only advocate on legislation and regulations related to its areas of responsibility or governance - including policies, facilities and contracts for management of solid wastes, recyclable and compostable materials, special wastes, as well as household hazardous wastes.

These Guiding Principles are adopted with the intention that staff of the Del Norte Solid Waste Management Authority may communicate and advocate how these Principles could be supported or undermined by proposed law and/or regulation. In this way, staff may communicate the policy intentions of the Authority in circumstances for which having the Board review and approve advocacy communications related to such legislation or proposed regulations is impractical.

Any advocacy communications sent by Authority staff must be approved, and preferably signed by the Chair, if it is not practical for the Authority Board to approve such prior to sending. The Vice Chair may sign or approve such advocacy communications if the Chair is not available. Such advocacy communications will be included in agenda attachments for the following Authority Board meeting.

SOLID WASTE MANAGEMENT AND RECYCLING

1. **Bans.** The Authority supports advanced statewide planning and infrastructure for convenient identification and recovery of all materials and products prior to any actions banning products or materials from California landfill disposal or requiring separate handling or processing. The Authority supports active contributions from manufacturers and retailers to establish programs to cover the costs for disposal, recycling, special handling, and/or any public education required for their end-of-life products, before any such disposal bans are implemented.

2. **Disposal Limits and Diversion Mandates.** The Authority supports appropriate tools for municipalities to achieve statewide waste diversion goals, including

1. **Disposal Limits and Diversion Mandates.** The Authority supports appropriate tools for municipalities to achieve statewide waste diversion goals, including extended producer responsibility, an easing of the permitting restrictions for organic waste processes and other solid waste activities, model program guidelines, and increased funding. The Authority opposes regulatory requirements that do not consider existing infrastructure and capacity in addition to the economic feasibility of new facilities, and that do not provide the flexibility for phasing-in various regions and areas of the state, especially in rural counties.

2. **Electronic and Universal Waste.** The Authority supports the proper disposal of electronic and universal waste through programs that place the cost of compliance on manufacturers and consumers rather than placing additional management requirements on municipal waste management programs.

3. **Extended Producer Responsibility**. The Authority supports producer responsibility for financing and arranging the collection and recycling of their products at end-of-life, preferably through product take-back by the manufacturers/retailers. The Authority expects that for every producer responsibility program authorizing daily collection of advance disposal or recycling fees at the point of purchase, a minimal service level should provide at least one collection point in each County with daily service supported by those fees.

4. **Financing State Solid Waste Disposal Programs.** The Authority supports a wide range of options to reform the financing mechanisms for the management of solid waste programs, including: increasing the current CalRecycle tipping fee as a temporary measure; applying new solid waste management fees on aspects of the waste stream that currently have no levies; reforming the programs that CalRecycle manages to limit costs; or, a combination of these options. The Authority opposes an increase in the Tipping Fee or other funding mechanisms for projects and programs that are not part of a direct effort to manage and reduce the overall amount of solid waste.

5. **Jurisdictional Compliance**. The Authority supports using program-based criteria to determine jurisdictional compliance with statutory waste diversion requirements that incorporate rural considerations. The Authority opposes pure numerical assessments of program implementation that do not include consideration for rural conditions that can impact the effectiveness of such programs.

6. **Permitting.** The Authority supports "tiered" solid waste facility permitting and operating requirements with reduced administrative and operational requirements that are commensurate with the limited environmental and public health risks associated with small-volume facility operations in low-density population areas.

7. **Control of Greenhouse Gas Emissions and Carbon Sequestration.** The Authority supports efforts to control greenhouse gas (GHG) emissions and sequester carbon, including food waste recovery to feed people and animals, composting yard debris to reduce the generation of methane, and the application of compost and mulch to increase the carbon sequestration on agricultural lands. The Authority supports establishment of an alternate compliance pathway for rural communities to control and/or sequester greenhouse gas emissions, and creation of a State financial assistance program to enable local agencies to comply with GHG regulations.

8. **Support for California Redemption Value Buy-Back centers.** The Authority supports actions that increase the financial viability and sustainability of beverage container California Redemption Value Buy-Back services, so all customers who are required to pay CRV container deposits have a reasonably convenient program where customers can redeem their containers for refund of their deposits at one or more locations in each County.

OTHER ISSUES

Invasive Species. The Authority supports State and federal funding to increase public awareness of invasive species as well as to facilitate their removal, and to reduce harmful economic and environmental impacts that result from the spread of these species.

Regulatory Compliance and Efficiency. The Authority encourages flexibility for economically disadvantaged and rural areas in state regulatory programs including exemptions and tiered compliance schedules based on appropriate, regulation-specific parameters. The Authority supports the development of pilot programs in and for rural areas to explore and demonstrate approaches to address aspects of resource recovery or solid waste management. The Authority also encourages the removal of regulations that hamper the development of new technologies to expand recovery of material and energy resources from discards collected in California.

Del Norte Solid Waste Management Authority

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Staff Report

Date:	09 March 2020
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward – Director Kyra Seymour – Facilities & Programs Coordinator Del Norte Solid Waste Management Authority
File Number:	071805 – Green Ribbon Awards
Topic:	2020 Green Ribbon Awards

Summary/Recommendation: That the Board take each of the following actions:

1. Review and amend, edit, or approve the list of Nominees.

2. Direct staff to prepare Green Ribbon Awards for each Nominee and invite appropriate representative to receive their awards at start of the next Authority meeting at 4:15 PM on April 14th at the Board of Supervisors Chambers.

Background: The Authority has presented Green Ribbon awards to individuals, businesses, and organizations who have made extraordinary efforts to reduce waste and promote resource conservation in Del Norte County for many years. The Green Ribbon awards are the only environmental recognition awards issued by any local government agency in the County. Staff encourages each Commissioner to suggest additional nominees for Green Ribbon awards in recognition of the many efforts by members of our community to expand and promote waste prevention, reuse, recycling, composting and blight abatement.

The list of nominees that follows is a preliminary draft. This year staff thought it would be appropriate to recognize each of the businesses and groups that have participated in the DNATL Food Council's Food Rescue and Food Forest projects. Any and all suggestions or modifications by Commissioners are welcome.

7.4

2020 Nominations:

The following table indicates the nominations suggested thus far:

Category	Suggestions	**Reason**
Outstanding Commercial Take Back Program	WalGreens CVS Pharmacy	For installing a bin in their store for a pharmaceutical recovery program ahead of the statewide requirement that they do so.
Outstanding Commercial Take Back Program	Humboldt Moving and Storage	For being the only retail business to provide service under the Mattress Recycling Council's Take Back program.
Outstanding Citizen Activist	Janet Gilbert	For creating and coordinating the first annual Tansy Games, supporting the removal of 9960 pounds of tansy ragwort in 2019.
Outstanding Recycling Service	Hambro / WSG Randy Scott	For opening and operating the only Buy-back operation Wednesday – Saturday from 10 AM – 5 PM.
Outstanding Composting Demonstration	Food Forest Ben Zumata	For showcasing many innovative methods of food production and composting.
Outstanding Food Rescue	Amanda Hixson Meredith Knowles	For trailblazing a program that addresses both Del Norte County food insecurity and diversion of organics away from the landfill.
Outstanding Food Rescue	Food donators Alexandre Dairy Crescent Elk	For taking part in increasing County wide food security.
Outstanding Journalism	Jessica Cejnar	For her work dedicated to bringing awareness of current food insecurities in Klamath
Outstanding environmental volunteers	Tolowa Dune Stewards Susan Calla Sandra Jerabek	For many years of organizing weekly summer programs and invasive species eradication events enhancing the appreciation and habitats of native species in the greater Lake Earl Wildlife Area.
Outstanding Community Cleanup Effort	Yurok Tribal Council	For organization and sponsorship of the annual Klamath River Cleanup, which has been the best organized and most successful river cleanup event for many years.