

**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 Wednesday September 10, 2014 3:30 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 Regular 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

**3:30 PM CALL MEETING TO ORDER
 PLEDGE OF ALLEGIANCE**

PUBLIC COMMENTS:

3:30 PM 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.

1. DEL NORTE SOLID WASTE TASK FORCE

1.1 Discussion regarding meeting of 08 September 2014. **

2. CONSENT AGENDA

2.1 Approve minutes, and acknowledge and file meeting notes and submitted comments, Special Session, Thursday, August 21, 2014. **

2.2 Approve minutes, Regular Session, Wednesday, August 13, 2014. **

END CONSENT AGENDA

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Acknowledge and file semi-annual report regarding the monitoring and post-closure maintenance of the closed Crescent City Landfill for the period January – June 2014 as sent to the Regional Water Quality Control Board, North Coast Region, under monitoring and reporting Order 97-90. **

4. COLLECTIONS FRANCHISE

- 4.1 Discussion and possible action regarding status and allocation of Authority-directed bin pulls for 2014. **

5. TRANSFER STATION

- 5.1 Discussion and possible action regarding management of expired marine flares in Del Norte County. **
- 5.2 Discussion and possible action regarding upcoming Hazardous Waste Collection Event October 3rd and 4th at the Del Norte County Transfer Station. **

6. GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding the Del Norte Solid Waste Management Authority Work Plan for FY 14/15. **
- 6.2 Discussion and possible action regarding the content of the final R3 report including but not limited to developing elements of a strategic plan such as short, medium, and long-range goals and possible setting of future meeting date(s) for such planning.
- 6.3 Discussion and possible action regarding the content and process for adopting a Mission Statement or other elements of a strategic plan for the Del Norte Solid Waste Management Authority. **
- 6.4 Discussion and possible action regarding Del Norte Solid Waste Management Authority Resolution 2014-05 Endorsing Safe STAA Access on California US Highway 199 from US Highway 101 to Interstate 5. **
- 6.5 Discussion and possible approval of a budget transfer for fiscal year 13/14 in the amount of \$70,000.00 or less. **

7. CLOSED SESSION ITEMS:

- 7.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov. Code 54957) Title: Program Manager/Acting Director
In the event that the public employee so requests, this evaluation process will be conducted in open session.

- 7.2 Pursuant to Gov. Code Section 54957:
PUBLIC EMPLOYEE DISMISSAL/RELEASE

8. DIRECTOR'S & TREASURER'S REPORTS

Agenda items 8.1 through 8.5 are provided for information only

- 8.1 Acting Director's Report **
- 8.2 Treasurer/Controller Report for July 2014 **
- 8.3 Claims approved by Treasurer & Director for August 2014 **
- 8.4 Monthly Cash and Charge Reports for August 2014 **
- 8.5 Earned Revenue Comparisons between FY13/14 and FY14/15 **

9. ADJOURNMENT

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 PM October 8, 2014 at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

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

DEL NORTE COUNTY SOLID WASTE TASK FORCE Meeting Agenda

Monday, September 08, 2014, 5:30 - 7:00 PM
Ocean View Inn
270 Hwy 101 South
Crescent City, CA

The Del Norte Solid Waste Task Force is now meeting in Regular Session. Only those items that indicate a specific time will be heard at the assigned time. All other items may be taken out of sequence to accommodate public and staff availability.

ITEMS FOR DISCUSSION:

1. Call to order
2. Discussion and possible action regarding approval of minutes of the August 11th, 2014 Del Norte Task Force Meeting. **
3. Public comment. Any member of the public is welcome to discuss any subject relating to solid waste issues in Del Norte County. Public comment is limited to three (3) minutes.
4. Discussion and possible action regarding the Bylaws of the Del Norte Solid Waste Task Force. **
5. Discussion and possible action regarding possible appointment and ratification of a Secretary for the Del Norte County Solid Waste Task Force.
6. Discussion and possible action regarding notifying the Del Norte County Board of Supervisors regarding vacancies on the Del Norte County Solid Waste Task Force.
7. Continuing discussion regarding the Electronic Annual Report submitted to CalRecycle. **
8. Discussion and possible action regarding the process and schedule for completing the five-year review of the Regional Agency Integrated Waste Management Plan for Del Norte County and the City of Crescent City. **
9. Discussion and possible action regarding the regular meeting location for regular Del Norte County Solid Waste Task Force meetings.
10. Adjournment. Adjourn to the next meeting of the Del Norte County Solid Waste Task Force scheduled for 5:30 PM October 13, 2014.

** indicates attachments

MINUTES

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

Special Session

Thursday August 21, 2014

2:00 PM

PRESENT: Commissioner Roger Gitlin, County, Chair
Commissioner Ron Gastineau
Commissioner Rick Holley, City, Vice-Chair
Commissioner Mike Sullivan, County, arrived 2:07 p.m.
Commissioner Mary Wilson, Public, Secretary/Clerk
Legal Counsel Martha Rice
Acting Director/Program Manager Tedd Ward

ABSENT: Treasurer/Controller Richard Taylor

ALSO PRESENT: Wilma Madden, PS Business Services
Clinton Schaad, County Auditor
Terry Supahan, Meeting Facilitator
Heidi Kunstal, Director of Community Development
Kathryn Murray, Crescent City Councilperson
Richard Miles, Del Norte Solid Waste Task Force Chair
Norma Williams, SEIU 1021
Tommy Sparrow, Recology Del Norte
Joel Wallen, Hambro/WSG
Wes White, Hambro/WSG
Gerry Hemmingsen, Del Norte County Supervisor

2:00 PM **CALL MEETING TO ORDER
PLEDGE OF ALLEGIANCE**

Chairman Gitlin opened the meeting in special session at 2:00 p.m. Chairman Gitlin led the pledge.

Chairman Gitlin announced that public comments would be taken at the end of the meeting following the workshop. Richard Miles complained that public comments should be heard as agendaized. Chairman Gitlin then announced that this change was done in consultation with legal counsel. Richard Miles then left. Mr. Lonsdale asked if public comment would be cut off at 4:00. Chairman Gitlin

2.1

responded that it would not as 4:00 p.m. is a target for the meeting to end, not a definitive ending time.

PUBLIC COMMENTS: ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON THE AGENDIZED ITEM ONLY. After receiving recognition from the Chair, please give your name and address for the record.

The following person(s) addressed the Authority: Comments were received during Item 1.

1. Discussion regarding Options 1 through 4 as presented in "Final Report - Assessment of the Del Norte Solid Waste Management Authority" (R3 Consulting Group, May 14, 2014), including the process and possible development of elements of a strategic plan for the Del Norte Solid Waste Management Authority. **

Mr. Supahan explained how he would be facilitating the meeting and indicated that a public comment period would be held. Mr. Supahan commented on his work on the Humboldt Waste Management strategic plan last year.

Commissioner Gastineau indicated that he did not want to talk about options 1 through 4 until the Authority has established goals and objectives/strategic plan. Commissioner Holley concurred. Commissioner Sullivan agreed as well, but added that the fiscal issues from a period of years need to be remembered. Commissioner Sullivan commented that the prior board completely ignored the recommendations of the ad hoc committee. Commissioner Wilson stated she felt they did need to have goals, but pointed out that the agenda is specific to options 1 through 4 in R3 report and not for discussion of a mission statement or goals. She added that the staff report in the agenda did not seem to tell the whole story. Commissioner Wilson commented on how they reached the point of hiring R3 for development of their report. Commissioner Wilson added that she felt that development of a mission statement was necessary. Chairman Gitlin commented that he would have preferred to have input at the last meeting about strategic planning. Chairman Gitlin then asked the Authority's legal counsel, Martha Rice, to review the legal aspects of each option 1 through 4. Commissioner Sullivan clarified the full wording of option 1. Commissioner Wilson also commented on the full wording of option 1. Commissioner Holley then commented on page 2 of 26 of the R3 final report and read a portion of it. Commissioner Gastineau added that goal changes, more recycling for business for instance, will determine what staffing level is needed and that the Director should decide what staff levels are needed. Commissioner Sullivan pointed out that the Recology and Hambro contracts are not part of this discussion at this point. Chairman Gitlin commented on an e-mail he received from R3 earlier in the day that clarified the wording in their report for the commissioners.

Ms. Rice commented there were two main concerns, the MOU with the employees and the requirements in the Meyers-Millias-Brown Act. Ms. Rice indicated that option 1 refers to current staffing levels with both the Executive Director and Program Manager there is no legal impact with filling the Executive Director position. Ms. Rice then commented on option 2, which calls for eliminating two positions (the Executive Director

and Program Manager) and creating a solid waste manager position. There is no issue with eliminating the Executive Director position as it is not covered by the MOU. However, the Program Manager could be covered by the MOU, so elimination of that position would require the bargaining process with the union. Ms. Rice then reviewed her memo dated August 20, 2014 with regard to the impacts for each option. Elizabeth Henry called a point of order that the public did not have copies of Ms. Rice's memo. Chairman Gitlin commented that it is inappropriate to reveal legal counsel communication without legal counsel authorization. Ms. Rice explained that it becomes public information at this point. Mr. Supahan suggested Ms. Rice just summarize the information in the memo. Norma Williams pointed out that a copy of the memo should have been provided to the union before the meeting and she will be taking the matter up with the union's legal counsel. Ms. Rice then continued with her summarization, indicating that the combination of the Administrative Assistant and Account Clerk positions into a single new position will require bargaining with the union as well. Ms. Rice commented that option 3 would not require bargaining with the union but would involve contract negotiation for salary and benefits. Commissioner Sullivan requested clarification as to which steps in option 2 also applied to option 3. Ms. Rice complied and commented that the MOU with the union has historically applied to the two management positions not specifically listed in the MOU. Commissioner Wilson stated that she had a copy of the 1994 MOU and a copy of a letter from the former Executive Director. Ms. Rice pointed out that once you indicate to an employee how they will be treated and begin doing so, the employer is then obligated to continue doing so. Ms. Rice then reviewed the option 4 legal impacts, indicating that privatizing would not be legal under California law in general law cities and counties. Commissioner Wilson questioned if the JPA was bound by that. Ms. Rice reviewed the applicable rules. Chairman Gitlin asked if the Costa Mesa case was fully adjudicated. Ms. Rice replied that it was not, and may never be as they are trying to negotiate. Ms. Rice then reviewed the applicable provisions for services that can be contracted out. Chairman Gitlin asked if option 4 was a viable option. Ms. Rice replied it was not legally viable at this point in time. Commissioner Wilson indicated she felt this was a good opportunity to discuss the R3 report. Commissioner Wilson commented on the expenses continuing to increase even though more recycling is taking place and less garbage is going across the scales. Commissioner Wilson added that garbage and recycling rates for businesses has increased. Chairman Gitlin commented on that the rules in place must be respected. He added that he wanted to have the Board operate in a lawful manner and there are parts of option 4 that are not legal. Commissioner Wilson commented again on the need to look at trends and the increase of recycling, the reduced scale revenue, and increased expenses such as payroll.

Commissioner Wilson then commented on the ad hoc committee notes with regard to the duties of the Executive Director and the handling of funds. Commissioner Wilson stated she felt that the Authority was overstaffed. Commissioner Holley commented on the complexities involving layoffs and referred to his experiences while working in Human Resources at the School District. Commissioner Holley added that he was not sure why options 2 and 3 are viable at this time since there is no lack of funds or lack of work at this time. Commissioner Holley continued that they are not bound strictly by the 4 options listed in the R3 report. Chairman Gitlin agreed they could use portions from each option.

Chairman Gitlin commented that \$29,000 is missing and the loss has not been identified as to how it occurred. Commissioner Gastineau indicated he understood what Commissioner Wilson was saying, but that the R3 report is a snapshot in time. Commissioner Gastineau added that the R3 report will not necessarily still be applicable after changes in staffing are made and any decision on what direction the Authority takes. Commissioner Gastineau commented that the Sheriff's Department report was inconclusive as to where the money went, so they will likely never recover that cash. Commissioner Gastineau added that adequate staffing is necessary to enforce cash controls and needs to be a part of the overall strategic plan. Acting Director Ward commented on his concerns about the missing money and reviewed the procedures for cash controls that have been put in place and that surprise cash counts have come out to the penny. He added that staff has fully cooperated with the Sheriff's Department. Acting Director Ward also commented on recycling programs and the need to examine trends. Commissioner Sullivan indicated that he appreciated the cash controls put in place and the involvement of the Treasurer in that process.

Commissioner Sullivan added that even option 1 doesn't mean that the status quo remains and option 4 is not legally viable. Commissioner Sullivan continued that money did go missing, but current staff and cash controls have changed the handling of money. He added that he feels the authority should be a utility and that if it were a utility, education programs could be handled by Hambro and Recology. Commissioner Sullivan pointed out that management of money and monitoring of the landfill would still be handled by the Authority. Commissioner Sullivan added he did not feel that they had accomplished anything again during this meeting. Chairman Gitlin turned the meeting back over to Mr. Supahan. Mr. Supahan commented that in speaking to R3, they concurred that preparing the goals/strategic plan is necessary to move forward and implement changes.

Elizabeth Henry commented that R3 report has a flaw in that options 1 through 4 don't have a complete fiscal impact review. She added that Option 2 has been proven a failure as the fiscal impact has been greater without a director and tasks have been left undone. Ms. Henry stated she felt the Authority must hire a director before proceeding with setting goals. Mr. Supahan pointed out there is a sign-in sheet for speakers.

Norma Williams commented on behalf of union employees and felt that staff reduction would adversely impact operations. She added the Authority should hire an Executive Director to carry forward the Authority's goals as extra help and guidance is needed. Ms. Williams stated that option 4 is not legally viable. Ms. Williams added that the current MOU requires the Authority to work with the union and pointed out that the MOU is a legal contract and the union will respond if the Authority tries to break that contract.

Mary Beth Sampson read a statement expressing her belief that they need to hire an Executive Director to lead setting of goals and objectives and leading staff. Rita Schmidt, who is one of the gate staff, thanked her fellow gate staffers and management staff for their efforts. She also thanked Norma Williams for her efforts on behalf of the employees.

Victoria Dickey commented on the missing funds and understood the implementation of the cash controls. She added that she also understood the desire to avoid illegal options. Ms. Dickey indicated she did not want to see the staff harmed by the Authority's actions. Ms. Dickey expressed her concerns regarding the staffing levels for management. She added that the Commission needs to protect the public from unnecessary cost increases.

Dale Condon requested the Commission maintain the existing staffing and service levels, adding that the rates are lower here than in adjacent areas. Mr. Condon expressed concern with the Tea Party affiliation of Commission members. He concluded by requesting the Commissioner hire an Executive Director and they drop the idea of outsourcing.

Andy Larson commented he was a member of the Tea Party, but was in favor of recycling. He added that the Authority needs a long-term management plan and that it needs to fund itself.

Felice Pace, resident of Klamath, stated he felt that many people were stuck in the past and that they need to move forward rather than rehashing the past. He indicated that with the new fiscal controls in place, there is no longer a money loss issue. Mr. Pace also indicated he felt the atmosphere was of being anti-worker, which is not conducive to a good work environment. He added that benefits for employees, even if contracted out, should be provided. Mr. Pace then read a portion of the R3 report with regard to staffing levels. Mr. Pace added that he would like to see the community have a robust recycling and waste reduction program.

Craig Strong commented that the Authority is not following the R3 report in that they need a mission statement and the setting of short and long term goals. He added they have already been operating under the option basically without a director and that staff is getting behind on required reports as a result. Mr. Strong commented on the fines the City and County were subject to prior to the formation of the JPA. He added that he did not feel option 2 was working. He stated the Authority needs to hire an Executive Director or a temporary Executive Director to work on a mission statement and short and long term goals. Mr. Strong added that it a goal to reduce the amount of waste being hauled. Mr. Strong also commented the present staffing level is having an impact on the handling of potential grants. Mr. Supahan commented on the process of developing goals and a mission statement and that it involves the public.

Robin Sutherland expressed frustration with the reference to puzzle pieces instead of a reference to building a house, wherein you begin with a foundation.

Eileen Cooper felt the current Board has damaged an excellent Authority and got rid of an Executive Director that was doing well. She stated she felt that the Commission had done a disservice to the community by not having that position and losing that vision. Ms. Cooper added that they need to have a dynamic Solid Waste Task Force with a vision for the community. Ms. Cooper also indicated they should have an ordinance in place that requires waste producers and commercial business to participate with the Authority in reducing waste.

Barbara Burke, Gallery of Arts & Culture, indicated she previously worked for the Small Business Development Center. Ms. Burke stated she felt they needed to stabilize management and staff and establish a strategic plan and a business plan. Ms. Burke also commented on staff's participation in receiving grants and assisting entrepreneurship. Ms. Burke reiterated that a mission statement and strategic plan are necessary and commented on citizen concerns about waste management.

Patricia Black commented that she had hoped that the workshop would be more productive and that there are many people here that could be helpful in the planning process. Ms. Black stated that goals need to be established and that her goal is zero waste. She added that old landfills were unlined and hazardous, but they must look forward and not blight the community. Ms. Black expressed the hope that they would hold more workshops to develop concerns that become the strategic plan and they hold them at different times of the day so more people can attend.

Mike Tompkins stated he wanted to see the current administration and staff supported.

Kathryn Murray commented on appreciating the analogy to building a house, and that construction requires a contractor and that they should refill the Executive Director position and move forward and that they no longer have the fiscal issues of the past.

Bill Lonsdale commented that the public record was not complete in that it does not include the memo from legal counsel, which perhaps could be included with next agenda. Mr. Lonsdale complimented Commissioner Wilson on the work she has done researching missions statements and that her research should be distributed to the public as well. Mr. Lonsdale added that the e-mail from R3 that Chairman Gitlin mentioned should also be made public. Mr. Lonsdale asked Mr. Supahan, the facilitator, how the information collected today would be made available to the public. Mr. Lonsdale added that they need to come to a consensus between the Board and the public as to whether the Authority moves forward as the best that it can be or that it be changed to a utility. He added they also need a community consensus regarding fairness of rates and stated he felt that if they start charging for recycling, it will not work out well. Mr. Lonsdale commented that Commissioner Wilson is the public representative and needs to represent private people as well as commercial business.

Janet Gilbert commented she would like to see a fiscal analysis prepared for each of the options and find models where work has been contracted out and how well that has worked and the costs involved, as this has an economic impact to the community. Wes Nunn indicated he thought establishing a mission statement was a good thing. He acknowledged that public input is difficult, but there is a Solid Waste Task Force that could hold the workshops to receive input on items for the mission statement.

Commissioner Sullivan stated he felt they need to have a plan as to moving forward – even the possibility of a utility. Commissioner Sullivan commented that he has both commercial recycling as well as residential recycling and did not feel that only commercial business should pay for recycling. He added that did not want to see it completely privatized and felt the JPA was the appropriate management tool.

Commissioner Sullivan stated he would like to see a list of what the Authority does to be able to available to the public. Commissioner Sullivan also commented on that not all grant money received stays here locally. Commissioner Sullivan then stated that the Sheriff's Department report concluded the \$29,000 was not missing, but that it was embezzled. While they have moved forward and have cash controls in place, the fact remains that the \$29,000 was embezzled under the former Executive Director's watch. Commissioner Sullivan indicated that he wants to establish a mission statement and work on staffing levels based upon that mission statement.

Mr. Supahan thanked everyone for their participation. He also thanked Ms. Kunstal and Ms. Mayer for their assistance in noting the public's comment points on the boards for viewing. Chairman Gitlin then closed the public comment period. Commissioner Gastineau indicated he had no further comments. Commissioner Holley commented he felt they had a positive situation here in that no one is unhappy with the JPA. He expressed the hope that development of a strategic plan would take less than the year Humboldt took to develop theirs. Commissioner Holley added that they should have an Executive Director to help shepherd through the strategic plan development process. Commissioner Wilson expressed appreciation for being able to talk about the report and wished they could get into it in more depth. Commissioner Wilson added that even the R3 report acknowledged that there was no desire among the City, the County, or the public to do away with the JPA. Commissioner Wilson reviewed concerns in the R3 report about management, cost controls, costs and use of staff resources. Commissioner Wilson stated she felt they were working towards similar goals and that R3 did a fine job on their report. Commissioner Wilson thanked the public for their participation. Chairman Gitlin commented that the R3 report makes recommendations and one recommendation is that the JPA not be dissolved. But, he added, the R3 report is a collection of suggestions and recommendations, not firm changes. Chairman Gitlin commented that the R3 e-mail he mentioned earlier discusses the differences between it being a utility or not and asked staff to make it available to the public. Chairman Gitlin stated he wanted rates to be fair and more equitable between public and commercials rates, but would like to see rates go down. Chairman Gitlin indicated they would have a discussion on the September 10 regular meeting with regard to setting a future workshop date, hopefully in September, that Mr. Supahan can facilitate. Chairman Gitlin stated he felt that hiring an Executive Director now would not be right before establishing a mission statement or strategic plan.

*Note: Commissioner Sullivan left the meeting at 4:20 p.m.

ADJOURNMENT

Adjourn to the next regular meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 PM September 10th, 2014 at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Commission, the Chair adjourned the meeting at 4:29 p.m. until the next special meeting on September 10, 2014.

Roger Gitlin, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Mary Wilson, Secretary/Clerk of the Board

Date / /

MINUTES

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY Regular Session, Wednesday August 13, 2014, 3:30 PM

PRESENT: Commissioner Roger Gitlin, County, Chair
Commissioner Rick Holley, City, Vice-Chair
Commissioner Mike Sullivan, County, arrive 3:39 p.m.
Commissioner Mary Wilson, Public, Secretary/Clerk
Legal Counsel Martha Rice
Acting Director/Program Manager Tedd Ward
Treasurer/Controller Richard Taylor

ABSENT: Commissioner Ron Gastineau

ALSO PRESENT: Richard Miles, Solid Waste Task Force
Kathryn Murray, Crescent City Council
Karen Phillips, PS Business Services
Clinton Schaad, County Auditor
Tommy Sparrow, Recology Del Norte
Joel Wallen, Hambro/WSG
Wes White, Hambro/WSG
Sherrick Cron, Auditor's Office

3:30 PM CALL MEETING TO ORDER PLEDGE OF ALLEGIANCE

Chairman Gitlin called the meeting to order at 3:30 p.m. and the pledge was led by Commissioner Holley.

3:30 p.m. PUBLIC COMMENTS:

The following person(s) addressed the Authority: Elizabeth Henry, county resident, commented on the facilitated goal setting meeting on August 21st, 2014. She also commented on the representation of the public and members on the Commission.

Richard Miles, city resident, commented on the Task Force meeting, noting that he has been elected the new Chairman of the Solid Waste Task Force and Pat Black was elected as the new Vice-Chair. He also noted they made changes to the task force bylaws at that meeting and discussed the 5 year plan. They would like to have full representation on the task force and will be requesting appointments.

Bill Lonsdale, county resident, asked for clarification of the meeting venue for the special meeting on the 21st as there is conflicting information being passed around. Chairman Gitlin stated the meeting will be at the fire hall on Washington Blvd.

Craig Strong, county resident, commented on agenda item 5), noting that matters are falling behind with the unrealistic work load and staffing levels.

Tommy Sparrow, Recology, noted that one of his employees will be leaving as operations manager tomorrow due to medical reasons, he does not feel that the position will be filled for a month or so and asked for the Commissioner's understanding during this transition. Mr. Sparrow will be filling in for the operations manager in the interim. Chairman Gitlin asked staff to provide a card for the operations manager that all Commissioners to sign.

Kathryn Murray, city resident, commented on an article about the waste management act of 1989 and product stewardship to promote recycling.

Eileen Cooper, county resident, spoke because she heard on the news about how things are progressing for the Authority. She said she does not understand what the issue is and noted the Authority seems to be off the path.

Don McAurther, county resident, commented on the statement that the Authority should function as a utility. He noted that the school district was able to reduce their waste stream significantly. He urged the Commission to support the work of the Authority. Commissioner Sullivan clarified that he never said we should not recycle, he said that we should share the cost of recycling. In rebuttal to comments made that she was not representing the people, Commissioner Wilson noted that she is a representative of the community, and is one of the people, and a business owner, so she feels that she is representative of the people. Commissioner Holley noted that he was employed at the school district during the time the recycling program started and he noted that the cost of the increase was offset in the behaviors.

Commissioner Gitlin noted that he feels like this tension is "a squabble in a family" and he noted that he has not heard any complaints about the funds that are missing, which sticks in his throat like a sideways toothpick.

1. CONSENT AGENDA

- 1.1 Approve minutes, Regular Session, July 09, 2014.
- 1.2 Approve the re-hiring of Rose Reppond as a Refuse Site Attendant at range 28 step C, in acknowledgment of her prior work experience with the Del Norte Solid Waste Management Authority between 2004 and 2012.
- 1.3 Approve request from Crescent City / Del Norte County Chamber of Commerce to deploy two dumpsters and waive Authority fees in support of the Annual Sea Cruise to be held 11 October 2014.
- 1.4 Acknowledge & file semi-annual report to the Regional Water Quality Control Board regarding monitoring and maintenance activities at the Crescent City Landfill January through June 2014 as required under monitoring and reporting program 97-90.

END CONSENT AGENDA

There were no public comments made regarding matters listed on the consent agenda. Commissioner Wilson asked to have item 1.2 pulled for discussion and Mr. Ward noted

that item 1.4 did not have an attachment and was not ready for approval. 1.4 was pulled from the consent agenda, and item 1.2 was pulled for more discussion and separate vote.

On a motion by Commissioner Enea, seconded by Commissioner Wilson, 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 and 1.3, as presented.

Discussion was held regarding item 1.2 regarding the rehiring of Rose Reppond. Commissioner Wilson asked if she is being paid as the other gate attendants or a higher salary range. Staff stated that Ms. Reppond would be paid in the same pay range as all other gate attendants are being paid, but that she would start at step C acknowledging her past work experience with the Authority.

On a motion by Commissioner Wilson, second Commissioner Holley, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved hiring Rose Reppond at Step C, as recommended.

Union representative Norma Williams asked if the union had been notified of the vacancy and the hiring at the higher step. Mr. Ward indicated that he was not informed that he needed to notify the union of this hiring. Norma Williams noted that they should have been notified of the vacancy and hiring and asked the Mr. Ward do so in the future.

DISCUSSION/ACTION ITEMS

- 2 LANDFILL POSTCLOSURE – No Items**
- 3 COLLECTIONS FRANCHISE – No Items**
- 4 TRANSFER STATION - No Items**
- 5 GENERAL SOLID WASTE AUTHORITY MATTERS**

5.1 Discussion and possible action regarding Authority Mission Statement.
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Discussion was held regarding the mission statement. Mr. Ward noted the staff recommended to have the Authority decide which additional elements of a Strategic Plan are to be considered and possibly adopted and how such elements are to be drafted, reviewed and adopted. Commissioner Wilson provided a list of mission statement ideas that she borrowed from other solid waste agencies throughout the State. Chair Gitlin asked that the ideas be added to the written statements regarding this matter. The items will be held onto until the September meeting to consider them after the facilitated meeting. Commissioners will email their ideas on the mission statements to staff to see if there is consensus on one or more. Ralph Johansen, County resident, asked if the suggested ideas would be posted somewhere for the public to read. Commissioner Wilson asked to change the work priorities listed on page 1 of 8 referring to the items marked with the black star and a circle. She would like to separate out the State and federal mandates from the Authority adopted plans. She would like to make sure that the Authority plans are designated separately from State

and federal work priorities. Chairman Gitlin directed staff to delineate these mandates separately.

4:00 P.M. 5.2 Discussion and possible action relating to discussion with Terry Supahan regarding the special meeting regarding Authority Goals scheduled for Thursday August 21 at 2:00 PM.

A call was made to facilitator Terry Supahan regarding the special meeting to discuss Authority goals. Mr. Supahan suggested having a public comment period at the beginning and at the ending of the process on the 21st. Chairman Gitlin noted that he would like the public comment session at the end of the meeting. Commissioner Sullivan also agreed. Commissioner Holley noted that he felt two public comment periods would be appropriate with a shorter second comment timeframe. Commissioner Enea noted that the second comment period should be before any vote to make sure all actions are voted on. Commissioner Wilson agreed to both public comment periods. The Commission agreed on a first comment period at the beginning of the meeting would be for 2 minutes per speaker and a second comment period would be for 1.5 minutes per speaker period held just prior to any action taken by the Commission. Mr. Supahan asked what the desired outcomes were of the Authority. Commissioner Wilson noted that she would like to see a clear mission statement and goals based on that statement and strategies to meet the goals.

Mr. Supahan noted that it sounded like a strategic planning process with mission, goals and strategies, which is not the process he has been hired for. He feels that coming out of this meeting with several goals would be possible, what he hears sounds more like a strategic planning process. Commissioner Holley felt, at the very least, the Authority needed to come up with goals to get an executive director hired and get an action plan moving forward from the meeting. If the issue areas could be identified by the Authority, Mr. Supahan noted that the process would be more successful and focus the meeting time if the desired results were clear. Chair Gitlin would like to hear the options they have from the report as seen by Mr. Supahan.

Elizabeth Henry, Eileen Cooper, Bill Lonsdale, Ralph Johansen, and Kathryn Murray all asked questions regarding public comments and how they would be recorded, listened to, and allowed. A summary of the workshop will be provided to staff and followed-up with the facilitator. Additional written comments will be allowed at the workshop.

5.3 Discussion and possible direction to legal counsel to prepare a report and legal analysis on the necessary steps to implement R3 Final Report Options 1 through 4.

Discussion was held regarding the R3 Final Report and legal procedure and advice from counsel so that the process and ramifications are known to the Authority. Options 2-4 will be reviewed and reported on by counsel and presented to the Authority. Counsel estimated the time necessary to perform the work at 2-3 hours. Mr. Ward noted that the expense was not budgeted.

On a motion by Commissioner Sullivan, seconded by Commissioner Enea, and unanimously carried on a four-fifths polled vote with Commissioner Holley voting "no", the Del Norte Solid Waste Management Authority instructed counsel to prepare a legal analysis of items 2-4 prior to the Authority meeting on August 21, 2014.

Kathryn Murray asked if Rosenberg's Rules of Order or Roberts Rules of Order were being observed. Chairman Gitlin noted that the Commission follows Rosenberg's. Ms. Murray then stated that public comments needed to be taken prior to a motion in that case. Elizabeth Henry suggested that counsel just bring back the information from the last review and review it at the facilitation meeting. Bill Lonsdale asked what happened to item 1 in the suggested motion. Chair Gitlin noted that item 1 was the current staffing structure and did not need further legal analysis. Norma Williams noted that she discussed the current Authority contract with the union, and it is a legal contract that is binding. She noted there would be repercussions if it is broken.

- 5.4 Discussion and possible approval of an agreement with Smith & Newell to complete an audit of the Del Norte Solid Waste Management Authority's financial statements for the fiscal year ending June 30, 2014 for an amount not to exceed \$9,200.

On a motion by Commissioner Sullivan, seconded by Commissioner Enea, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the agreement with Smith and Newell to perform an audit of the Authority for the fiscal year ending June 30, 2013 in an amount not to exceed \$9,200.

- 5.5 Discussion and possible approval of a budget revision and/or budget transfer for fiscal year 13/14 in the amount of \$200,000 or less.

Discussion was held regarding the budget revision in the amount of \$46,616.00 necessary to balance the budget for fiscal year ending June 30, 2014. Auditor Controller Clinton Schaad noted he met yesterday with staff regarding the budget transfer due to the Authority exceeding their budget by \$16,000+/-, in four major expenditure areas, professional and legal services, treasurer services, and the severance package for the former executive director. He wanted to let the Authority know this puts the Authority in the "red". There will be another revenue drop for the end of the year with accounts payable not being entered due to not having the back-up documentation to support the numbers, according to Mr. Schaad. The Auditor's office is working with Authority staff to resolve the issue. Elizabeth Henry commented on the revenue projections and balancing the reports with the Auditor's numbers. Kathryn Murray noted the missing funds were no longer an issue. Chair Gitlin admonished Ms. Murray and the public and warned them to stay on topic when making comments.

On a motion by Commissioner Sullivan, seconded by Commissioner Enea, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and authorized the Chairman to sign the budget transfer in the amount of \$46,616.00 as presented.

- 5.6 Discussion and possible action regarding re-introduction of Ordinance 2014-02, An Ordinance of the Board of Commissioners of the Del Norte Solid Waste Management Authority regarding collections, franchises, and mandatory disposition of waste.

Discussion was held regarding the re-introduction of the ordinance. Counsel noted that the publication of the ordinance included a mistake, which now needs to be corrected and readopted. This is the corrected final version of the ordinance. Bill Lonsdale asked if the ordinance previously approved needs to be voted out. Counsel stated that it does not because it was never adopted, just introduced. Elizabeth Henry feels that this ordinance moves the authority backwards.

On a motion by Commissioner Sullivan, seconded by Commissioner Wilson, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority re-introduced, waived the reading and read in title only Ordinance No. 2014-02 as presented.

- 5.7 Acknowledge & file the 2013 Annual Report submitted to the California Department of Resources Recycling and Recovery (CalRecycle).

Discussion was held regarding the 2013 Annual Report that was presented at the meeting. Staff noted that this was a "receive and file" item. Commissioner Wilson asked to have the tonnage figure explained.

Commissioner Sullivan excused himself and left the meeting at 5:34 p.m.

Staff explained the difference in the tonnage numbers and noted they would review the numbers. Consensus was to file the report.

6 DIRECTOR'S & TREASURER'S REPORTS

Agenda items 3.1 through 3.5 are provided for information only

- 6.1 Acting Director's Report 231501
- 6.2 Treasurer/Controller Report for June 2014
- 6.3 Claims approved by Treasurer & Director for July 2014
- 6.4 Monthly Cash and Charge Reports for July 2014
- 6.5 Earned Revenue Comparisons between FY13/14 and FY14/15

The above-listed reports were discussed with the Commission. Staff is working with the Mattress Coalition regarding accepting mattresses. Commissioner Wilson suggested that item 2 of the Major Activities regarding "Conduct an analysis of the small volume transfer stations in Klamath and Gasquet, the operations costs and service options to meet the needs of residences and businesses in these areas of Del Norte County" be taken off the director's plate as she feels it is unnecessary at this time. Consensus of the Authority was to remove item 2 as suggested from the director's workload. Auditor Clinton Schaad reported on behalf of the Treasurer briefly. Commissioner Wilson noted that the employee benefits make up about 55% of the payroll costs; this appear high. The Worker's Compensation line item shows a refund due to the over funding of that line item over the past several years. Discussion was

held regarding the collection of past due accounts. Staff noted that there was a lack of stability in the accounting area that caused issues and that is why they are not caught up. Mr. Ward asked for patience from the Commission while they work on this.

7. ADJOURNMENT

Adjourn to the next special meeting of the Del Norte Solid Waste Management Authority scheduled for 2:00 PM August 21, 2014 at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Commission, the Chair adjourned the meeting at 6:07 p.m. until the next special meeting on August 21, 2014.

Roger Gitlin, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Mary Wilson, Secretary/Clerk of the Board

Date / /



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

CRESCENT CITY LANDFILL SEMIANNUAL MONITORING REPORT Reporting Period: January 2014 - June 2014

Submitted to
Regional Water Quality Control Board, North Coast Region

Prepared by
Tedd Ward, M. S. - Acting Director / Program Manager for the
Del Norte Solid Waste Management Authority

I. Introduction

The North Coast Regional Water Quality Control Board (RWQCB) has issued Waste Discharge Requirements Order 97-90 to both the County of Del Norte, the owner of the landfill site, and the Del Norte Solid Waste Management Authority, a joint powers authority of the County of Del Norte the City of Crescent City responsible for administering all solid waste and recycling activities within the Del Norte County. Under Order 97-90, the Del Norte Solid Waste Management Authority is required by 15 July and 15 January of each year to submit a monitoring report summarizing all activities during the past six months pertaining to Monitoring and Reporting Program 97-90. The Del Norte County Transfer Station facility, which opened in March 2005, essentially replaced the services which were provided at the Crescent City Landfill.

As RWQCB staff now receive copies of all water quality monitoring data from the Crescent City landfill, that raw data is not included with this report. In the few instances where compliance was not feasible, this report provides explanation about the situation encountered, and the Authority's strategies to comply with the intent of these orders.

At the end of July 2013, Authority Director Kevin Hendrick announced his immediate retirement. Since that time, the Authority's Program Manager has also served as Acting Director, and the Authority Board has not yet taken action to hire additional technical staff to address ongoing responsibilities with respect to this facility.

A. Site Background

The Crescent City Landfill is located 2 miles north of Crescent City, in Del Norte County and is situated on a 166-acre parcel. The parcel including, APN # 110-020-08, APN # 110-020-43, and a portion of APN # 110-020-69, are owned by Del Norte County and zoned as a Public Facility. Current land use within 1 mile of the site is recreational, wildlife habitat, agricultural, residential, and industrial. Adjacent zoning designations surrounding the site are as follows:

A Joint Powers Authority of

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August 21, 2014

the City of Crescent City and County of Del Norte

Use Per/data/Tedd/LANDFILL/Permit1407 CCLF Annual RWQCB Re.

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& member, North Coast Recycling Market Development Zone

3.1

RCA-1 (Resource Conservation area), A-20 (Agricultural - 20 acre minimum), and RRA-1 MH-1 August 21, 2014 (Rural Residential - 1 acre minimum - Mobile Homes allowed). The landfill property is surrounded on three sides by Tolowa Dunes State Park, land owned by the California Department of Parks and Recreation, and their holdings include approximately 5,000 acres extending from Old Mill Road to the ocean less than two miles to the west. There is a residential area consisting of fourteen property ownerships located approximately one quarter to one half mile north-northeast of the former disposal site.

II. Principle Activities of the Authority Towards Compliance

During the first half of 2014, the Authority's efforts to comply with WDR No. 97-90 at the Crescent City Landfill have included several interrelated activities:

Del Norte County Transfer Station Operations. Construction of the Transfer Station was completed on 11 March 2005, and this facility has been open to the public since 14 March 2005. Authority staff continue to monitor operational issues at the Transfer Station.

Continuing progress on other solid waste issues for which the Authority is responsible, including administration of the new Countywide garbage collection franchise which began in July 2011, coordinating community cleanups, the annual household hazardous waste collection event, and increasing waste prevention, recycling, and composting. Since the retirement of former Authority Director Kevin Hendrick in July 2013, Authority Program Manager Tedd Ward has also been serving as Acting Authority Director. This reduced staffing capacity is the primary reason this report has been submitted more than a month after it was due.

Administering grants for expansion of Del Norte's recovery infrastructure. The Authority administers CalRecycle grants related to used oil recycling and beverage container recycling.

Post-closure Maintenance of the Crescent City Landfill. Final completion of closure construction was achieved on 02 February 2006. Authority staff continue to maintain the cover of the closed landfill in the aftermath of winter storms which have created erosion rills at several locations on the landfill mound

Authority staff generally consult with the County Engineering Department and/or Roads Department to evaluate alternative repair strategies. Each summer Authority staff has worked with CalFire and the Del Norte Fire Safe Council to mow the top deck and around drainage structures to increase predation of burrowing moles, voles, rodents and snakes by raptors, intending to control or prevent the damage caused by such. This summer, Authority staff are working with Del Norte County staff to conduct these maintenance activities.

The erosion repairs completed with the Del Norte County Engineering and Roads Departments in the summer of 2013 have generally held without damage during the relatively mild winter that followed.

On 14 August 2014, RWQCB staffperson Gina Morrison inspected the Crescent City Landfill in the company with Authority Acting Director Tedd Ward and Brian McNalley from the Del Norte County Department of Environmental Health. Apart from the delay in submitting this report and the incomplete vegetative maintenance on the berms and downdrains on the sideslopes, no major compliance issues were identified at the time of that inspection.

Engineering Feasibility Study for a Corrective Action Plan. In Spring 2002, RWQCB staff determined that due to several detections of volatile organic compounds such as freon-12 and vinyl chloride, the RWQCB made a finding of that the Crescent City Landfill has "measurably significant" evidence of a release. In a letter of 03 April 2002, the Del Norte Solid Waste Management Authority proposed a schedule of actions for the Authority to return to compliance under Order 97-90. In January 2003, the Authority submitted a Feasibility Study for a Corrective Action Program for the Crescent City Landfill. In subsequent communications the Authority's contractor for this project, Winzler & Kelly Consulting Engineers, summarized communications and commitments in a letter dated 18 March 2003. On 18 July 2005, Regional Water Quality Control Board Water Resource Control Engineer approved of the Interim Corrective Action Work Plan, which essentially called for the drilling of three leachate piezometers / sampling wells within the landfill mound as well as the installation of gas probes around the perimeter of the landfill, and associated monitoring. These three leachate piezometers/leachate sampling wells were installed in August 2005, and water samples were collected from at least one of the leachate wells in February 2006, March 2007, January and August 2008, January and August 2009, August 2010, January and August 2013.

Environmental Services and Investigations at the Crescent City Landfill. The Authority hired EBA Engineering to address 'The Five Year Review Application for the Crescent City Landfill' and a 'Landfill Gas Investigation.' These tasks included developing a cost estimate for addressing 'non-water releases,' by updating the unit costs and Closure Cost estimate as required under Title 27 of the California Code of Regulations, section 22101. This application has been submitted to the Local Enforcement Agent for CalRecycle. The Authority has also submitted for review cost estimates for both the 'water-related corrective action' and 'non-water-related corrective action.' These cost estimates have been incorporated into an updated Pledge of Revenue Resolution 2014-02 identifying the Del Norte County Transfer Station as the source of revenues to cover all expenses associated with post-closure maintenance and any potential corrective action, whether water-related to not.

Appeal of the Crescent City Landfill's Threat / Complexity Rating. Since December 2010, the Authority has also engaged in appealing the 'IA' threat/complexity rating for this landfill, which results in a annual WDR fee that amounts to nearly \$2 per capita per year for this relatively small closed facility that shows relatively little variability in the direction of groundwater flow or the relatively low levels that constituents of concern detected through monitoring. In September 2012, the Authority Director and Program Manager met with The North Coast Regional Water Quality Control Board Executive Director Mathias St. John as well as RWQCB staffpersons Luis Rivera, David Leland, and Gina Morrison. In that meeting, Authority staff agreed to develop a plan for how our agency might demonstrate that the Crescent City Landfill is not having an adverse impact on the residential wells next to the landfill property. Towards this end, RWQCB cooperatively agreed to temporarily reduce the Threat/Complexity rating (and thus the WDR fee for 2013) for the Crescent City Landfill to free up resources for the Authority to pursue these issues.

In July 2013, the Groundwater Investigation Work Plan for the Crescent City Landfill, and a related Health and Safety Plan for the drilling, were approved. This plan proposed to drill two additional wells for investigating the elevation, flow direction and gradients for groundwater in both the shallow and deep water-bearing zones, and the location of these wells was selected to demonstrate the direction of groundwater flow nearest the residential water wells closest to the landfill property. In January 2014, investigation wells E-4 Shallow and E-4 Deep were drilled,

developed, purged and sampled for the first time. The shallow and deep groundwater contour maps included with this report include data from these new wells.

A. Waste Discharge Monitoring

As the landfill has been closed to the public since March 2005, no more municipal solid waste will be disposed at the Crescent City Landfill. Clean ditch cleanings are being stockpiled by the County Roads Department over the former whey pond. This area was over-excavated for cover material during landfill closure, and these materials are being placed in this area to retain this area as a usable uplands and to provide materials for grading and storm damage repair for the closed landfill. Several piles of 'dirty fines' were established in the latter part of 2013 on the top deck of the landfill for use in future erosion repairs. Apart from deliveries of rocks, soils, 'dirty fines,' and related materials needed to repair and maintain the landfill, these ditch cleanings are the only materials delivered to the landfill since closure construction was completed in February 2006.

B. Groundwater, Surfacewater and Stormwater monitoring

RWQCB staff as well as the Local Enforcement Agent of the CIWMB (employed by the Del Norte County Health Department) receive copies of all water quality testing conducted at the landfill. The Authority collects water samples following the testing protocol recommended in the Technical Memorandum of October 1996 by Winzler & Kelly, and approved by RWQCB staff. These samples test for constituents prescribed under Order No. 97-90. The hydrology under the landfill may be characterized as two water bearing zones (henceforth referred to as 'shallow' and 'deep') separated by a semi-permeable marsh deposit between one-half and three feet thick. Several monitoring wells are established as pairs, one each for the shallow and deep water-bearing zones, such as well E-3 Shallow and well E-3 Deep. It is worth noting that well W-6W Deep is actually mostly screened within the marsh deposit, with just the lower two feet of the well screened below the marsh deposit. Well SM-6 is screened entirely within the marsh deposit.

Ground water

During the prior reporting period, the Del Norte Solid Waste Management Authority also conducted a re-sample of well SM-6 for toluene. This well is located in the perimeter access road, and at the time had an unlocked metal cover. Several weeks prior to that sampling event, the Authority's Program Manager noticed that this cover had been removed and was left upside down nearby. The August 2013 sample indicated an extraordinary concentration of 2.6 mg/L toluene. After consultation with Gina Morrison of the NCRWQCB, Authority Director Ward made arrangements to place a locking cover over this well, and to re-sample this well after additional purging. As this well is screened in the marsh deposit, its recharge rate is extraordinarily slow. After conducting three additional purges of this well, it

was re-sampled and the results indicated a toluene concentration of 0.27 mg/L. In the opinion of Authority staff, these results are consistent with the possibility that someone may have dumped solvent into this well before August 2013. Authority staff are continuing to purge this well as opportunity arises in hopes of further demonstration of falling toluene concentrations in future samplings. The toluene concentration sampled from this well in February 2014 had fallen to 0.0013 mg/L.

Attached are several graphs analyzing groundwater samples indicating the greatest impact for water quality data collected since 2000. Where the test did not detect a constituent of concern at a specific well, the detection limits of the testing laboratory are indicated on the graphs. Samples above the tolerance levels indicate a detectable impact to groundwater. For the January 2011 sampling, well SM-7 was damaged and samples were not collected from that well. The well E-3 Deep was also damaged and was not sampled in January 2013. Damaged wells have zeroes on the graphs, and otherwise the minimum detection limit is indicated, though results are 'non-detect.' The analysis relates to each of the enclosed graphs:

- 1. Total dissolved solids (TDS):** in the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 760 mg/L. In August 2007, Well E-3 Deep had a TDS level of 1000 mg/L, though no shallow wells exceeded the upper tolerance interval, and no separate tolerance interval was established for the deep wells. No wells, shallow or deep, had been sampled with TDS results above this level since August 2007, except in September 2011, Well E-2 Deep had a TDS level of 1500 mg/L. In January 2012, Authority staff discovered that the dedicated pump installed in Well E-3 Deep had been stolen. Authority staff have improved the locking mechanism on well E-3 Deep and installed a replacement well. Since September 2011, no wells have exceeded the upper tolerance level for TDS.
- 2. Chemical oxygen demand (COD):** in the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 241 mg/L. In August 2007, well SM-6, at the southeast corner of the landfill mound had a COD level of 2500 mg/L. This extraordinary result was not consistent with prior data for any well, and the results from the January 2008 sample was an unprecedented 13000. Staff suspect this result was related to the PVC glue which appeared to be the source of the toluene detected at the same well. The resample of February 2008 did not include COD analysis. The August 2010 sample results for COD in well SM-6 was 910 mg/L. In January 2011, duplicate samples were collected from SM-6 and sent to be tested for COD using two different labs just in case this most recent data could reflect a laboratory error. Both laboratories analyzing these samples for COD confirmed that in January 2011 at well SM-6, COD was below the detection limit of 5 mg/L. In September 2011, well SM-6 had a COD concentration of 1300 mg/L, in November 2012 had a COD concentration of 750 mg/L, in January 2013 had a COD concentration of 400 mg/L, and in August 2013 had a COD concentration of 280 mg/L. In January 2014, the COD concentration in SM-6 had dropped to 38 mg/L. This well is screened entirely within the marsh deposit, so should not be considered in excess for the tolerance interval set for shallow wells.

3. **Bicarbonate alkalinity:** In the Technical Memorandum the upper tolerance level for shallow wells indicating a release is 272 mg/L. The shallow wells with the highest bicarbonate alkalinity concentration in January 2014 was Well E-3 Shallow (170 mg/L). The bicarbonate alkalinity concentrations for wells E-3 Deep, W2 Deep and E2 Deep all have all mostly exceeded 300 mg/L since January 2012, but no tolerance interval has been set for the deep wells for this analyte. In the August 2013 sampling, this level was exceeded in Deep wells E3-Deep, E-2 Deep, well SM-6 which is screened within the marsh deposit (360 mg/L), and Well 3S- Shallow at 320 mg/L. In August 2013, Well E-3 Shallow had a bicarbonate alkalinity concentration of 260 mg/L.
4. **Arsenic:** The maximum contaminant level for drinking water in California is .05 mg/L Arsenic. In March 2010, well W-2 Deep had this concentration of 0.05 mg/L arsenic, and in January 2011, the arsenic concentration at W-2 Deep was 0.49 mg/L. Since that time, the highest concentration of arsenic sampled was in well W-2 Deep, at 0.039 mg/L in September 2012.
5. **Nickel:** The maximum contaminant level for drinking water in California is 0.1 mg/L nickel. In 2009, Well 3S Shallow had unusually high measurements of nickel, peaking at 0.17 mg/l nickel in August 2009, but nickel concentrations at this location have returned to historical levels since January 2010. In February 2014, all wells sampled had nickel concentrations below 0.017 mg/L.
6. **Vinyl chloride:** For many years the detection limit for this constituent (1.0 ppb) exceeded the California maximum contaminant level (M.C.L.) for drinking water of 0.5 parts per billion (ppb), but for technical reasons 1.0 ppb was been the lowest limit North Coast Laboratories (NCL) could detect until January 2011, when NCL lowered their detection limit to 0.5 ppb. For the August 2007 sampling, the reporting limit was raised to 4.0 ppb for well SM-6 due to a loss of instrument response. As the August 2009 sample included Constituent of Concern monitoring, samples were sent to another lab for analysis of volatile organics, and for many of these analytes, the detection limits were lowered. Since January 2011, vinyl chloride has been detected only in well Well E-1 Deep, with a concentration of 0.9 ppb in January 2011, 0.75 ppb in January 2012, 0.73 ppb in January 2013, and 0.74 ppb in August 2013. In February 2014, all wells were non-detect for vinyl chloride.
7. **Dichlorodifluoromethane (Freon 12)** The upper tolerance level for shallow wells had been identical with the detection limits for this constituent (1.0 ppb) until NCL was able to lower their detection limit to 0.5 ppb in January 2012. Due to 'a loss of instrument response', North Coast Labs has had to adjust the detection limits upwards to 2.0 ppb for the three sampling events between September 2005 and August 2006. The August 2007 samples were all non-detect for this constituent, though the detection limits were again raised to 4 ppb for wells E-3 Deep, W2-Deep and SM-7 Shallow again 'due to a lack of instrument response.' As the August 2009 sample included Constituent of Concern monitoring on some wells, those samples were sent to another lab for analysis of volatile organics, and for many of these analytes, the detection limits were lowered. Since January 2008, all groundwater well samples have been non-detect for this constituent. The sampling events when well SM-7 and E-3 Deep were damaged

are indicated as 'zeros' but these points do not reflect data from analyzed water samples.

Surface water

Authority staff collect samples from 3 surface locations four times per year. The attached graphs reflect recent data, and indicate detections above the tolerance intervals from Winzler & Kelly's Technical memorandum. Samples above these tolerance levels indicate the landfill's detectable influence on surrounding surface waters.

Surface water monitoring point S-1 is sampled from the North Pond, with samples collected from the channel of water connecting the North Pond to the water ponded in the northwest excavation area.

Starting with the August 2006 sampling, the location of S-2 was moved from the overflow pond adjacent to the landfill to a point S-2B slightly downstream just south of groundwater Well 2. This change of sampling location became necessary because in August 2006, vegetation had grown over location S-2, and no surface water was accessible for sampling. Location S-2B was the nearest accessible location to S-2 for sampling surface water, this location has accessible surface water year more frequently than the original S-2 location. Despite this change in location, In August and November 2007, there was not adequate surface water available for sampling at location S-2B, as was confirmed by Gina Morrison of RWQCB staff during her inspection of the Crescent City Landfill at that time. Authority staff collected a sample from S-2B as soon as adequate water was available for sampling, on 03 December 2007. During the period when S-2 could not be sampled, the data are graphed as 'zeros' but this does not reflect laboratory analysis of collected samples. Between March 2010 and November 2012, due to a small beaver dam, water was once again reliably present at the original location of S-2, and staff returned to this location for the collection of surface water samples. After November 2012, vegetative growth had made location S-2 much less accessible and samples are once again collected at location S-2B.

The S-3 sampling location is surface water flowing from the wetlands down gradient from the landfill north towards Lake Earl, sampled on the south side of Old Mill Road in front of the culvert conveying water flows under that road.

The tolerance level for sodium in surface water is 15.4 mg/L. Since 2011, this sodium concentration has generally been exceeded in the summer and fall for both S-1 and S-2. S-1 with exceeded this concentration in August 2013, November 2013, and January 2014 with results of 21 mg/L, 23.9 and 22 mg/L respectively. S-2 last exceeded this level in August 2013 with a concentration of 26 mg/L.

The tolerance interval for calcium in surface water is 21 mg/L Calcium. Since 2006, this calcium concentration has been exceeded mostly at location S-2. This concentration was exceeded at S-2 in January 2014 (24 mg/L) and March 2014 (23 mg/L). In August 2013, calcium was sampled to be at a concentration of 23 mg/L at S-3.

None of the above referenced surface water samples indicated any constituent of concern above the maximum contaminant level for drinking water.

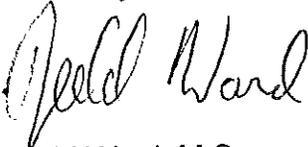
Storm water

As the Crescent City Landfill closed to the public in March 2005, the landfill no longer has an 'active face.' Stormwater samples collected on 22 March 2005 were the last stormwater samples collected prior to the installation of the final landfill cover. Stormwater samples during this reporting period were collected on 02 December 2013, with all locations being 'inactive'.

None of the samples collected detected any grease or oils.

If you have any questions or comments on this report or require further information regarding our water quality monitoring, please feel free to call me at 707-465-1100.

Sincerely,



Tedd Ward, M.S.

Acting Director / Program Manager

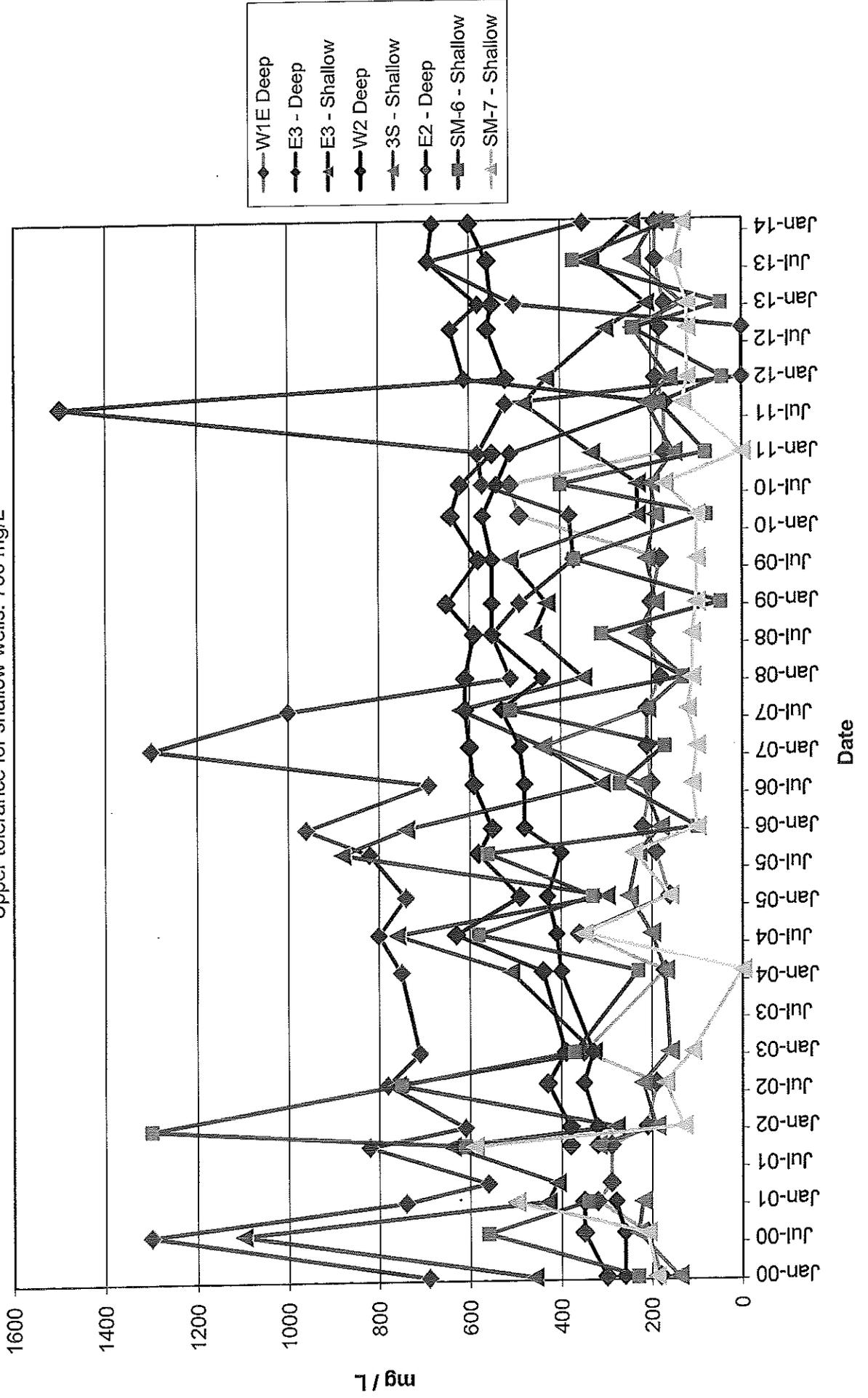
ENCLOSED MONITORING REPORTS AND SUMMARIES:

1. Crescent City Landfill Site Map, including all sampling locations
2. Tables and Graphs summarizing groundwater quality monitoring data collected at the Crescent City Landfill
 - a. Total Dissolved Solids (TDS)
 - b. Chemical Oxygen Demand (COD)
 - c. Bicarbonate Alkalinity
 - d. Arsenic
 - e. Nickel
 - f. Vinyl Chloride
 - g. Dichlorodifluoromethane
 - h. Surface water: Calcium
 - i. Surface water: Sodium
 - j. Table of Leachate Well L-3 Analytical Results
3. Crescent City Landfill January 2014 Shallow Well Groundwater Contours
4. Crescent City Landfill January 2014 Deep Well Groundwater Contours
5. Crescent City Landfill Water Level Data: January 2014
6. Crescent City Landfill Sample Data: January 2014
7. Data collected during storm and surface water sampling, March 2014

cc: Houawa Moua, Del Norte County Department of Environmental Health
Jim Barnts, Del Norte County Community Development Department

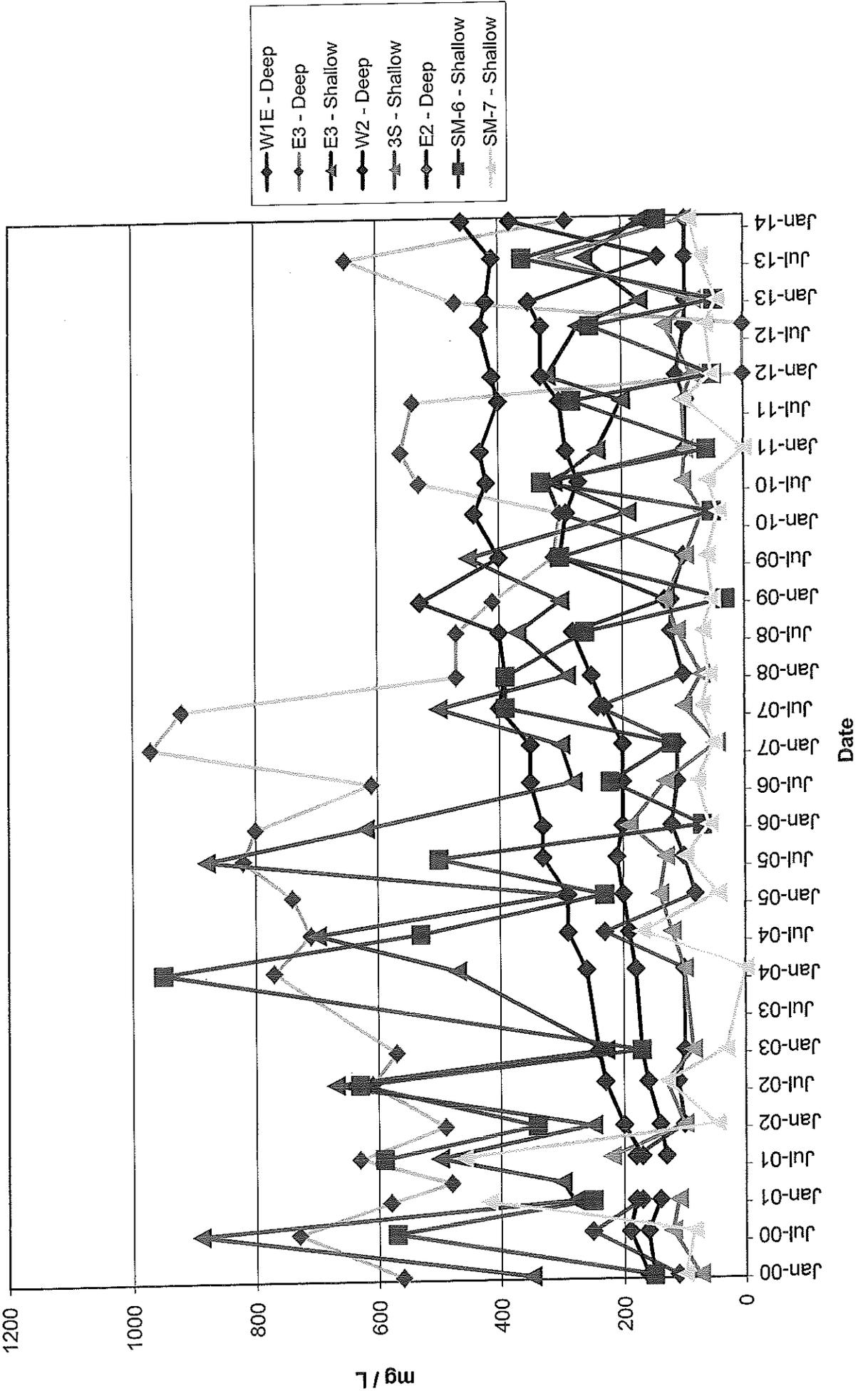
Total Dissolved Solids

Crescent City Landfill
Upper tolerance for shallow wells: 760 mg/L



Bicarbonate Alkalinity

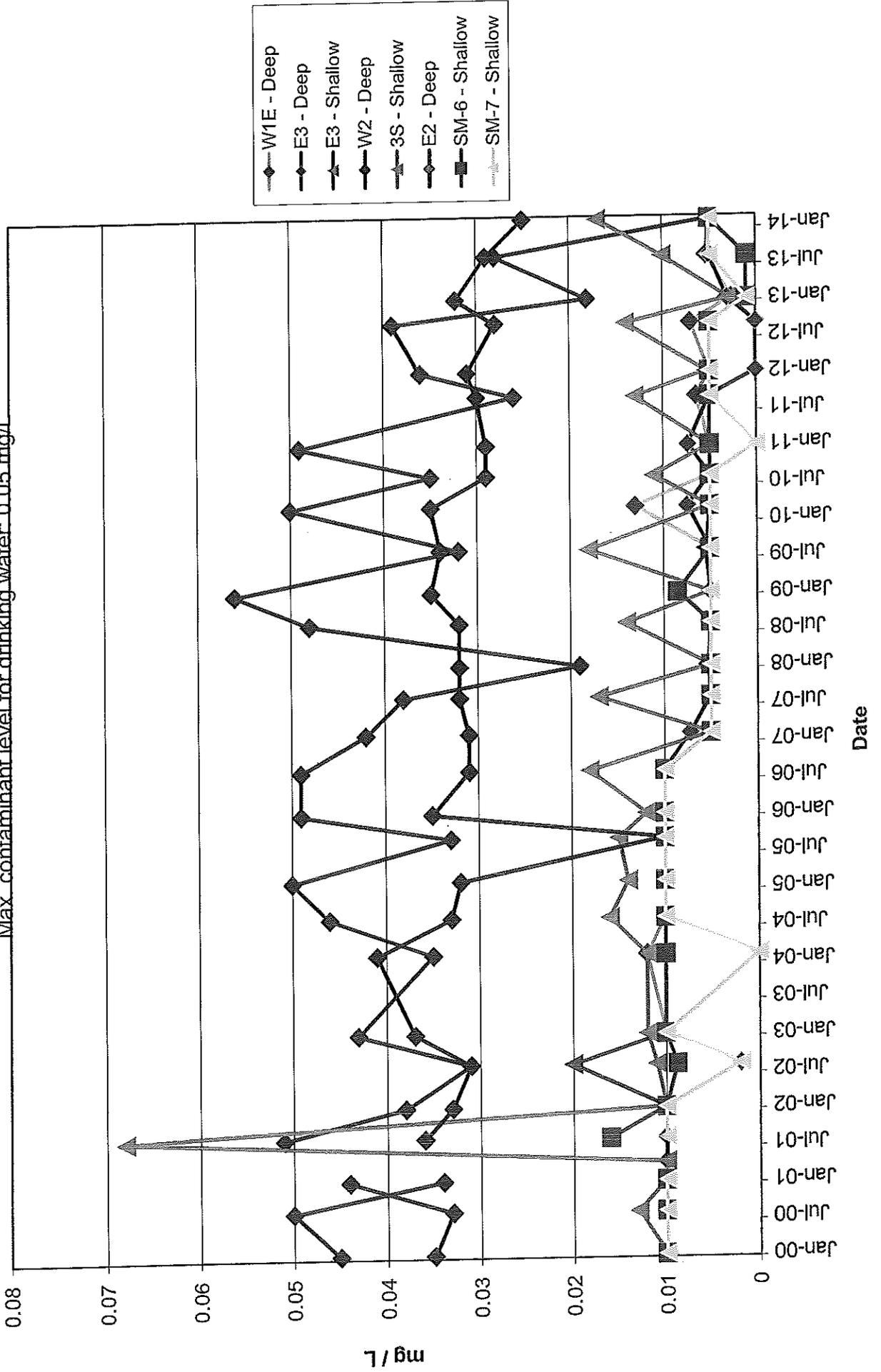
Crescent City Landfill
Upper tolerance for shallow wells: 270 mg/L



Arsenic

Crescent City Landfill

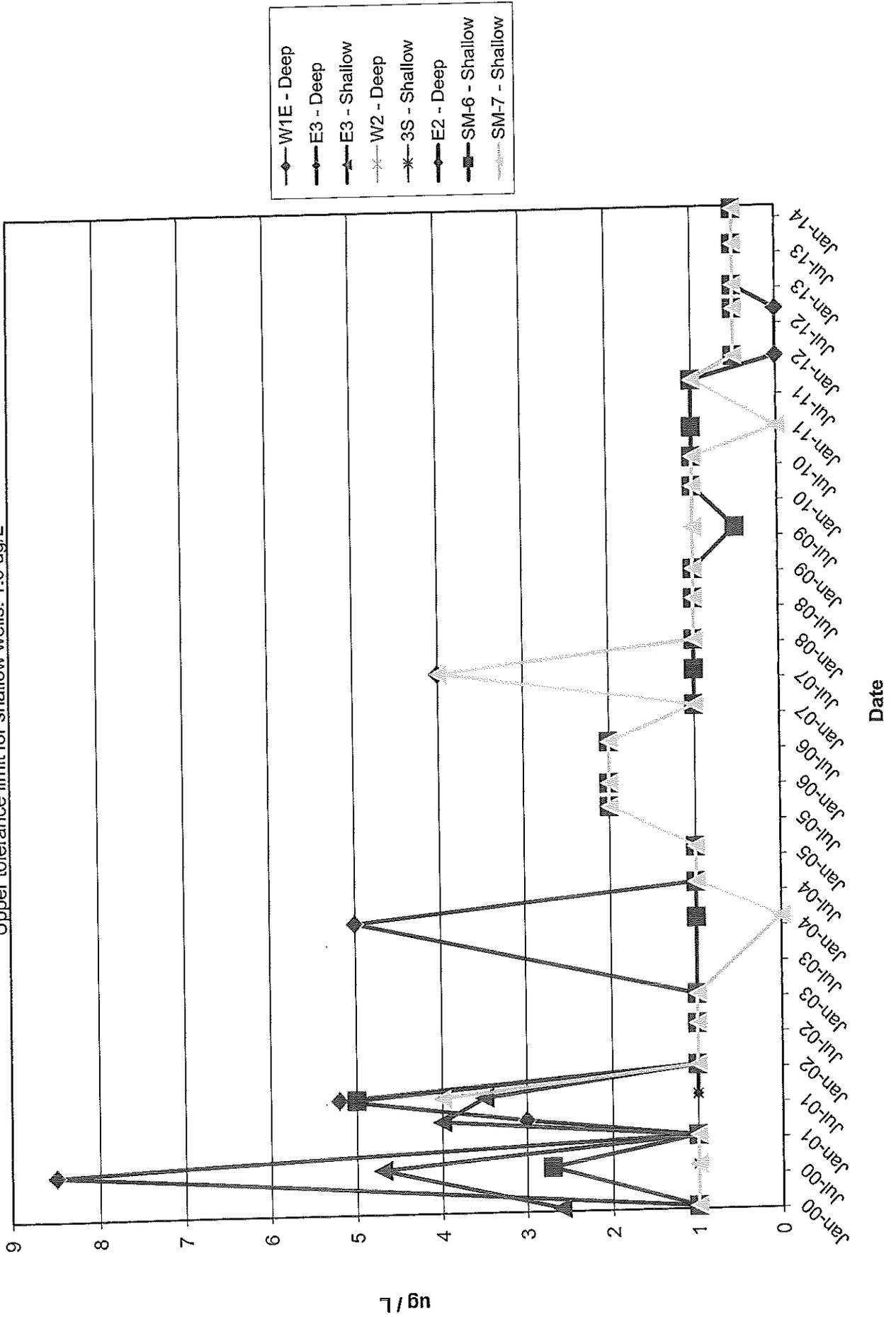
Max. contaminant level for drinking water: 0.05 mg/l



Dichlorodifluoromethane (Freon 12)

Crescent City Landfill

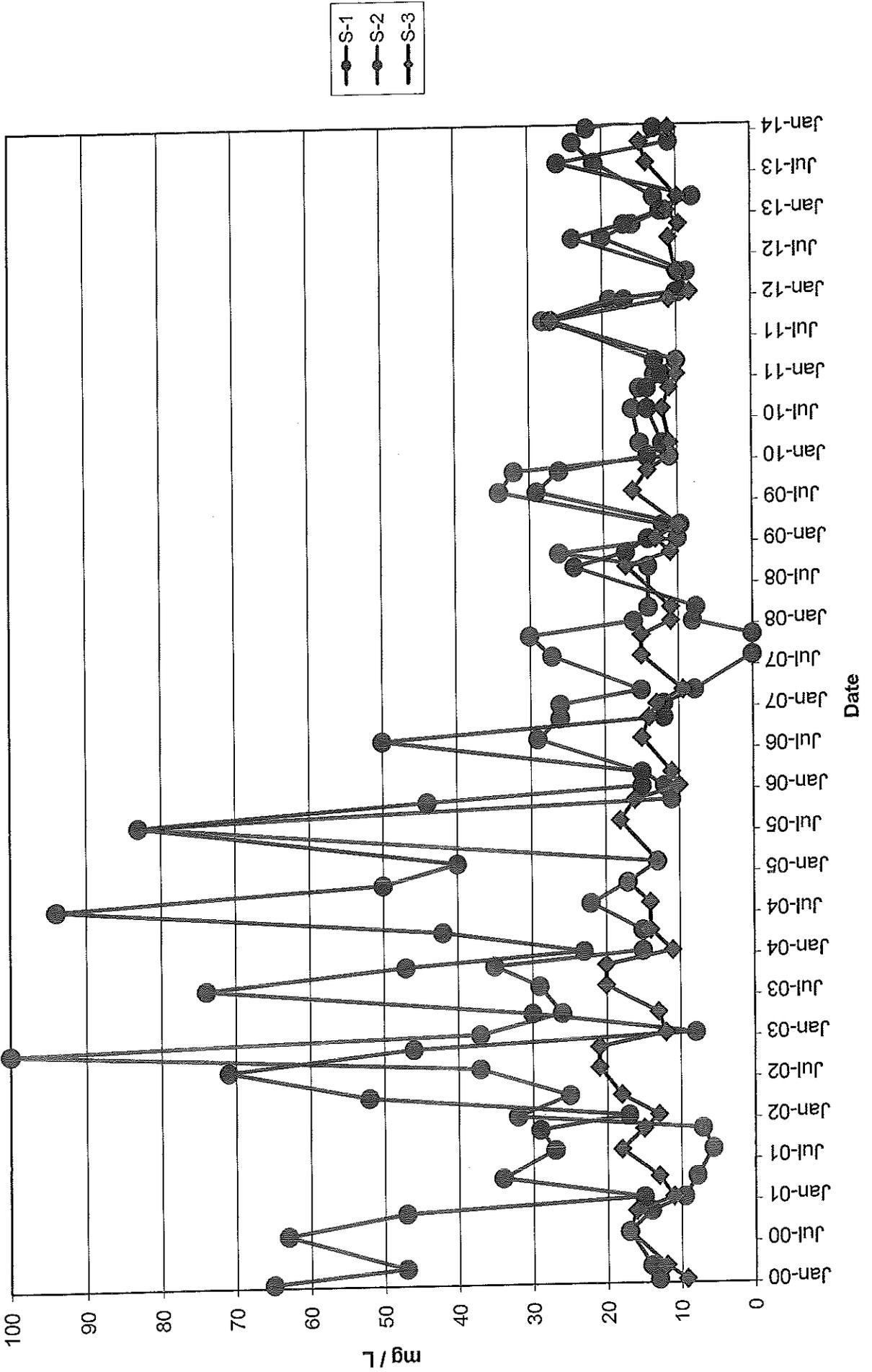
Upper tolerance limit for shallow wells: 1.0 ug/L



Surface Water Sodium

Crescent City Landfill

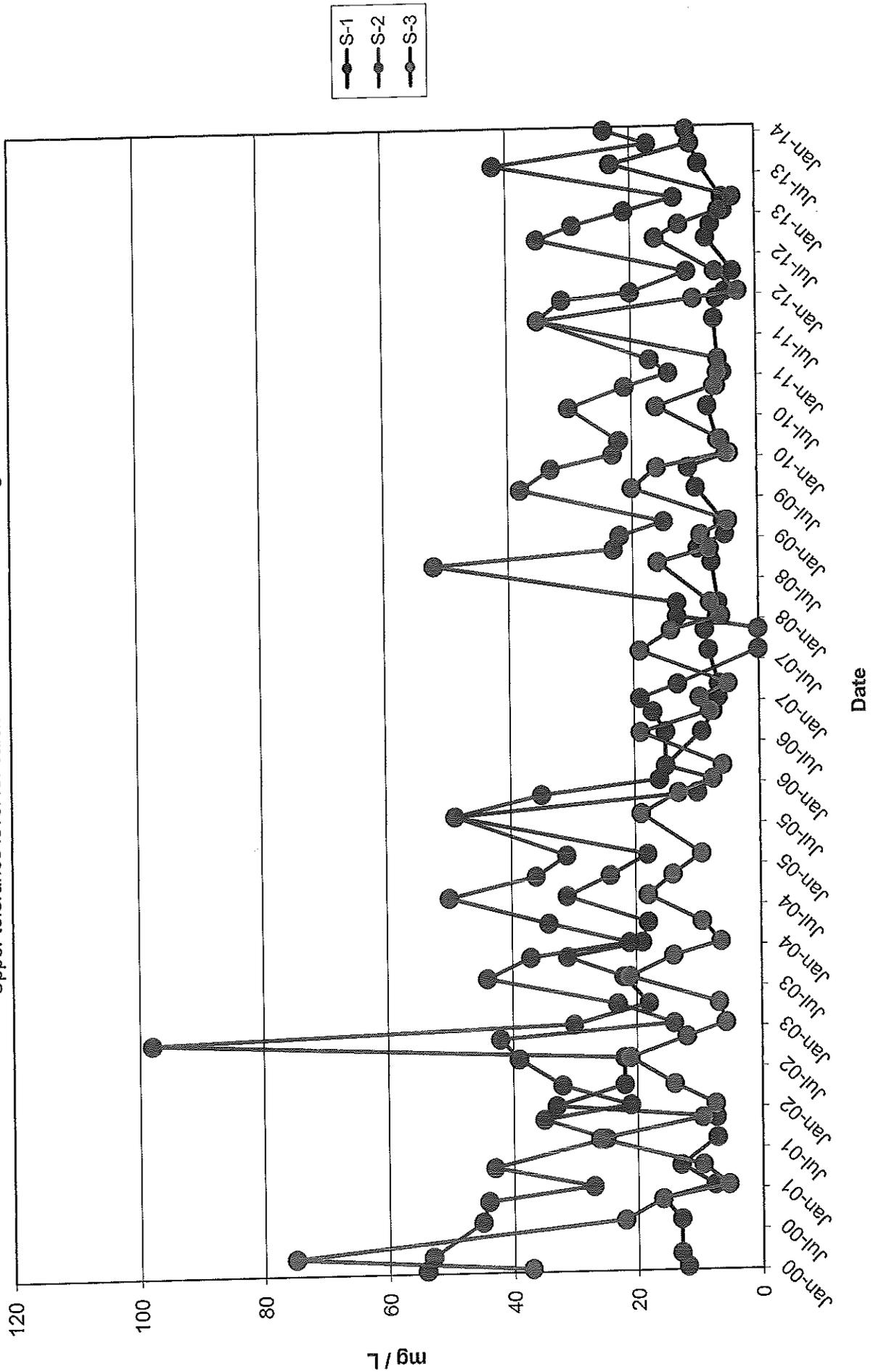
Upper tolerance level for sodium in surface water: 15.4 mg/L



Surface Water Calcium

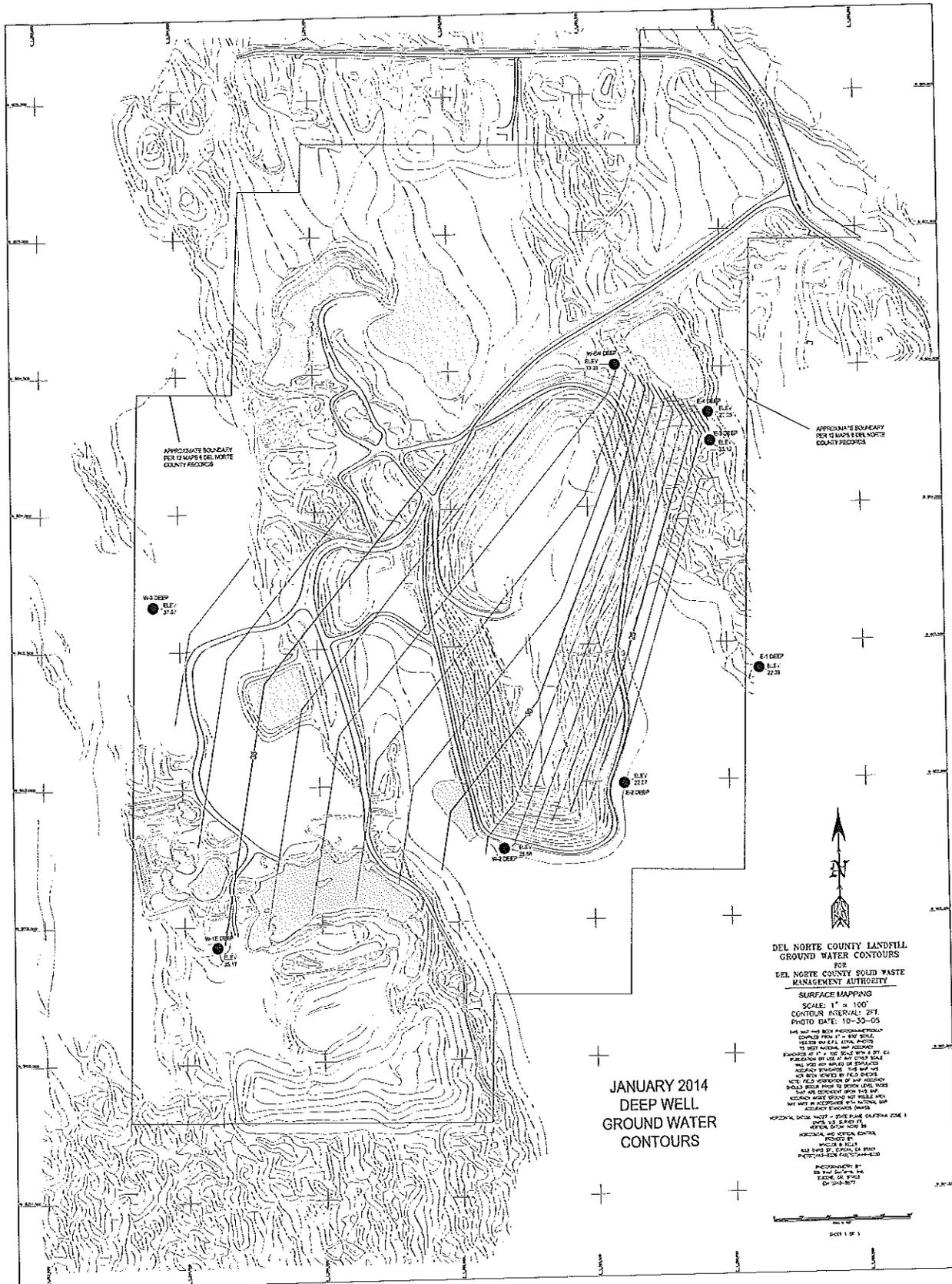
Crescent City Landfill

Upper tolerance level for calcium in surface water: 21 mg/L



Well	Well Depth feet	NEW Measured Well Depth	TOC, MSL Elevation feet	Casing Diameter inches	Date	Time	Initials of sampler	Measured Depth feet	Groundwater Elevation feet >MSL
E-1 Deep	60	56.25	50.63	4	21-Feb-14	11:55 AM	EL	28.24	22.39
E-1 Shallow	30	33.08	52.76	4	21-Feb-14	11:52 AM	EL	28.43	24.33
E-3 Deep	70	58.6	56.54	4	21-Feb-14	11:27 AM	EL	33.42	23.12
E-3 Shallow	38	36.55	57.65	4	21-Feb-14	11:31 AM	EL	32.41	25.24
E-4 Shallow	39.4	39.4	58.34	4	21-Feb-14	11:18 AM	EL	33.09	25.25
E-4 Deep	69.97	69.97	57.94	4	21-Feb-14	11:21 AM	EL	37.89	20.05
W-6W Deep	44.5	45.45	47.03	4	21-Feb-14	11:05 AM	EL	13.74	33.29
W-6E Shallow	36	37	47.06	4	21-Feb-14	11:11 AM	EL	12.84	34.22
W-10 Shallow	14	14	45.42	4	21-Feb-14	10:50 AM	EL	9.17	36.25
E-2 Deep	45	45.3	26.86	4	21-Feb-14	1:10 PM	EL	4.79	22.07
SM-6 Shallow	10	13	28.57	4	21-Feb-14	1:05 PM	EL	6.15	22.42
W-2 Deep	26	25.35	32.61	4	21-Feb-14	1:30 PM	EL	4.05	28.56
L-1 North			102.37	6					102.37
L-2			101.97	6					101.97
L-3 Middle		60.91	98.06	6					98.06
SM-7 Shallow	17	18.54	50.38	4	21-Feb-14	2:44 PM	EL	8.25	42.13
W-1E Deep	48.5	49.65	52.71	4	21-Feb-14	2:50 PM	EL	17.54	35.17
W-1W Shallow	17.5	19.21	52.50	4	21-Feb-14	2:53 PM	EL	9.67	42.83
W-8 Shallow	40	39.18	53.58	4	21-Feb-14	1:45 PM	EL	26.11	27.47
W-3S Shallow	20	21	43.76	4	21-Feb-14	1:35 PM	EL	5.35	38.41
North Well									0
SM-12 (S-1) Surface	7		44.88	4					44.88
W-9 Deep	70	68.95	61.07	4	21-Feb-14	2:36 PM	EL	23.28	37.79
W-9 Shallow	20	20.52	53.13	4	21-Feb-14	2:35 PM	EL	9.85	43.28

Description for Final map	Date	Time	Initials of sample	Specific Conductance (uS)	Temp F	pH	Salinity tds mg/L	Flow gpm	Comments / Flow
SW - 3	25-Mar-14	11:30 AM	TW	220	57.7	7.75	97	154	~ 1 gpm
SW - 8	25-Mar-14	11:15 AM	TW	232	58.6	7.65	100	168	Trickle
SW - 20	25-Mar-14		TW						No flow to sample
S-1	13-Mar-14	2:00 PM	TW	251	7.34	65.4	143	212	
S-2B	13-Mar-14	2:40 PM	TW	264	7.21	60.4	129	182	
S-3	13-Mar-14	3:20 PM	TW	166	7.3	54.1	76.3	115	
TS-1	25-Mar-14	9:35 AM	TW	603.9	52.3	6.82	25.5	37.2	?
TS-2	25-Mar-14	9:20 AM	TW	83.5	54.3	6.96	52.7	68.4	?
TS-3	25-Mar-14	9:55 AM	TW	86.5	51.9	6.76	33.1	76.3	No flow to stormwater system



APPROXIMATE BOUNDARY
PER CI MAPS & DEL NORTE
COUNTY RECORDS

APPROXIMATE BOUNDARY
PER CI MAPS & DEL NORTE
COUNTY RECORDS

W-1 DEEP
ELEV.
2121

W-2 DEEP
ELEV.
2122

W-3 DEEP
ELEV.
2123

W-4 DEEP
ELEV.
2124

W-5 DEEP
ELEV.
2125

W-6 DEEP
ELEV.
2126

W-7 DEEP
ELEV.
2127

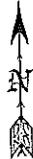
W-8 DEEP
ELEV.
2128

W-9 DEEP
ELEV.
2129

**JANUARY 2014
DEEP WELL
GROUND WATER
CONTOURS**

**DEL NORTE COUNTY LANDFILL
GROUND WATER CONTOURS
FOR
DEL NORTE COUNTY SOLID WASTE
MANAGEMENT AUTHORITY**

SURFACE MAPPING
SCALE: 1" = 100'
CONTOUR INTERVAL: 2FT
PHOTO DATE: 10-30-03
THIS MAP WAS PHOTOGRAMMETRICALLY
CORRECTED FROM 1" = 400' SCALE
USING AN ELEVATION CONTROL POINT
ELEVATION OF 2117.00 FT. ALL
ELEVATIONS ON THIS MAP ARE
ELEVATIONS ABOVE SEA LEVEL UNLESS
OTHERWISE INDICATED. THIS MAP WAS
PREPARED BY THE DEL NORTE COUNTY
SOLID WASTE MANAGEMENT AUTHORITY.
THIS MAP IS A REPRESENTATION OF THE
GROUND WATER CONTOURS AND SHOULD NOT
BE USED FOR ANY OTHER PURPOSE.
NO WARRANTY IS MADE BY THE
AUTHORITY FOR THE ACCURACY OF THE
INFORMATION CONTAINED HEREIN.
DEL NORTE COUNTY SOLID WASTE
MANAGEMENT AUTHORITY
1000 S. 10TH ST., SUITE 100
DALLAS, TEXAS 75215
TEL: 972-251-1234
WWW.DNCSMA.TX.GOV





Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

Staff Report

Date: 04 September 2014
To: Commissioners of the
Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Acting Director / Program Manager
Del Norte Solid Waste Management Authority
File Number: 031205 – Community Cleanup
180510 – Recology Del Norte Collections
Attached: Criteria and Policy for the allocation of Authority-directed
complimentary bin pulls
Topic: Authority-directed Bin Pulls for 2014

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

1. Authorize the use of up to six Authority-directed bin pulls in support of the September Coastal Cleanup, with bin size and location to be coordinated with Recology Del Norte.
2. Authorize one Authority-directed bin pull to be used as part of the annual household hazardous waste collection event on October 3rd and 4th.
3. Request that Hambro/WSG waive their service fees for disposing of materials in the bins allocated to beach cleanup and the HHW event.
4. Provide further direction to staff as to the allocation of the remaining Authority-directed bin pulls in 2014.

Background: Under the collections Franchise agreement with Recology Del Norte, the Authority may direct up to twenty complimentary bin pulls per calendar year.

Analysis: Thus far, the Authority has allocated nine of the 20 potential Authority-directed pulls in support of the July 4th celebrations (3 bins), the Del Norte County Fair (5 bins), and Sea Cruise (1 bin). Historically, the Authority has approved another six associated with the Coastal Cleanup in September, and another one associated with the annual HHW collection event in October.

If the Authority keeps similar levels of support for these upcoming events, there

4.1



will likely remain four Authority-directed bin pulls that can be used for cleanup and beautification projects during the remaining portion of calendar year 2014.

Fiscal Impact: Costs for disposal of the tonnage of waste and all per-unit charges still must be paid if the Authority does not receive acknowledgement that HambroWSG consents to waive their service fees and/or if the Authority does not agree to waive associated disposal or tipping fees.

Criteria and Policy for the allocation of Authority-directed Complimentary bin pulls

Adopted: 09 July 2014

Files: **031205, 180510**

1. Assets subject to this policy

The Del Norte Solid Waste Management Authority, as the public agency responsible for oversight of the collections franchise with Recology Del Norte, may direct the deployment of up to twenty (20) bin pulls of up to 40 cubic yards during each calendar year, as described in the Franchise Collections Agreement with Recology Del Norte, Exhibit B2, section C.3. In addition, the Authority may also designate any number of Authority-directed Pull-charge bin services, for which the bin charge will be for 'Collection, hauling, and unloading bins as directed' charge rather than the fee for hauling and disposal of a specific size bin. In all of these cases, the charges for disposal will be assessed and paid ***unless Hambro/WSG agrees to waive their fees***, which they may or may not do on a case-by-case basis. The following Criteria and Policy are intended to clarify how such allocations may be considered and determined.

Policy: The Authority Board will allocate bin pulls according to the criteria listed below based on written requests and recommendations presented at regular Authority Board meetings.

Criteria: The following criteria shall be considered and/or discussed when the Authority takes action directing complimentary or directed bin pulls:

- Beach, river, and community cleanup events to which the public is invited
- Cleanup activities on public property as the highest priority
- Support of high-profile community events open to the public that include both disposal and recycling, and/or related outreach activities
- Coordinated cleanup activities on prioritized private properties that have been designated by the City, County, or other public agency as blighted with accumulated solid waste
- Coordinated neighborhood cleanup events in cases where a specific written request is presented for the Authority Board's consideration
- Activities that have great potential to reduce solid-waste-related blight, reduce illegal disposal of solid or hazardous wastes, or increase recycling or composting
- The ability for the requesting party to pay for disposal and maintain security and supervision for each bin
- The remaining number of bins to be allocated each year

As these bins are allocated by calendar year, Authority Staff are to present the remaining number of complimentary bin pulls remaining at the regular Authority Board meeting in September or October of each year.



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Staff Report

Date: 29 August 2014
To: Del Norte Solid Waste Management Authority
Commissioners
From: Tedd Ward, M.S. – Acting Director / Program Manager
Del Norte Solid Waste Management Authority
File Number: 080101 – Harbor District
Attachment: Marine Expired Flares Disposal Problem in California –
Fact Sheet – January 2011
Quote from Clean Harbors – September 3, 2014
Topic: Expired Marine Flares, also known as Visual Distress
Signals

Tedd

Summary / Recommendation: That the Authority Board direct staff to notify the Port Safety Committee that expired marine flares may be disposed at cost and by appointment on October 3rd. If all boating businesses willing to pay disposal costs for their expired marine flares do not have a total of at least 200 flares to dispose on Oct 3rd, staff recommend deferring this program as it would likely be cost prohibitive to those participating. The only practical mechanism for legal marine flare disposal in the near-term future is the Authority-organized CESQG collection event on Friday October 3rd, though the minimum charge to include such explosive material will be approximately \$9,500. At a minimum, there is a charge of \$6/pound plus the costs for transportation (~\$7,000) to an appropriately permitted facility.

Background: Several agencies are engaged in addressing expired marine flares, which to date has never been officially included in any program of the Del Norte Solid Waste Management Authority. Adding a new program to collect and manage expired marine flares would benefit boat owners, though such action could be expected to increase program costs without a compensating revenue stream, unless boat owners are charged the costs for proper disposal of these marine flares. The Del Norte Solid Waste Management Authority staff have been aware of the challenges of properly managing expired marine flares for several years, but have not yet included explosive materials in the hazardous waste collection event. Previous investigations indicated

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12 June 2014

1 Printed on >30% post-consumer recycled paper

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that while the regulations requiring their expiration and need to be replaced were clear, programs for legal and cost-effective disposal of expired marine flares have not been developed by the Harbor District or the Coast Guard.

The attached Fact sheet explains that US Coast Guard regulations essentially require that marine flares be replaced every three years, and failure to have at least three flares or having expired flares could result in a fine of up to \$1,100.

The manager of Englund Marine Supply said many commercial boaters have emergency boat kits that included an inflatable boat and flares, and that many will replace this kit every three years, and so they will take a limited number of expired kits as they are replaced. He also said that the Coast Guard Auxillary will use some outdated flares for training, some boaters will store older flares as 'spares' and he has heard that some boaters unofficially will use them on July 4th or as 'gopher bombs.' According to Wes White of the Harbor District, Bev Noll of the Coast Guard Auxillary estimates there are over 500 flares that were made before 2004, which are generally not deemed to be safe to use even for training purposes.

Consulting with other solid waste agencies, several have informal agreements with local fire departments or law enforcement, and the flares are burned or exploded as part of disposal of outdated gunpowder or other munitions.

The Annual Hazardous Waste Collection Events Del Norte Solid Waste Management Authority does not accept radioactive materials, explosives such as old gunpowder or expired marine flares, or controlled substances such as Oxycontin or cocaine. If these are brought to the hazardous waste event, our procedure has been to call law enforcement and have them take control of these materials if they are able. If law enforcement is not available, such materials are returned to the customer.

Analysis: Only a small fraction of expired marine flares could accurately be called household hazardous wastes. Marine flares from commercial boats are commercial hazardous wastes. The most appropriate available method for legal disposal would be to have each business owner with expired marine flares to follow the instructions for all hazardous wastes from small businesses:

1. Get an EPA ID number online: www.dtsc.ca.gov/idmanifest/id_numbers.cfm
2. Call 1-800-433-5060 before September 30th to schedule an appointment and receive an estimate of your disposal costs.
3. Bring your hazardous materials and payment at the appointed time to the Del Norte County Transfer Station at 1700 State St. in Crescent City on Friday October 3rd, 2014.

The very real downside of this approach is the cost. According to Curt Lock of Clean Harbors (the Authority's Household Hazardous Waste Event contractor), the cost for disposal is \$6.00/lbs with a \$2,500 min per van or dromedary. The transportation is subcontracted to an explosives hauler and would take it directly to our Colfax, Louisiana facility for disposal and the cost would be approximately \$7,000. In other words, disposing of a single marine flare would cost about \$9,500. Disposing of 416 one-pound marine flares would cost \$9,500, or about \$22.85 per flare. Disposing of 200

one-pound marine flares would cost about \$47.50 per flare.

According to Brent Whitener, Program Manager for the Humboldt Waste Management Authority, this works out to about \$25 per flare. Considering that staff do not recall any instance when marine flares were disposed during the Authority's commercial hazardous waste collection, a first approach might be to provide more direct outreach to the Harbor that this program is available.

As of August 2012, marine flares could be accepted through hazardous waste programs in Marin, Alameda, and Los Angeles. Proof of residency was required for each of these programs, and no such program was found to exist in any other California coastal county.

The State of Florida addressed this issue around the year 2000. After four years of meetings between boaters, police, fire, waste management agencies and the Florida Department of Environmental Protection (DEP), there is now an approved system for flare disposal for southeast Florida. The key factor, according to DEP Manager Cheryl McKee, was getting the state fire marshal to agree to help counties with their disposal problem by allowing flares to be destroyed in special burn units used by bomb squads. Many of the burn units are mobile and can be trailered to different areas if necessary.

While the Harbor District, the Coast Guard and the Coast Guard Auxiliary may each have an interest in creating a program for collection and disposal of marine flares, to date none of these agencies nor any prior Authority Board have requested that the Del Norte Solid Waste Management Authority staff develop a separate collection program for these materials. It is possible these agencies presume that there would be no cost to include commercial marine flares in the 'free' hazardous waste collection event, but such presumptions are doubly incorrect. Program costs would increase, and these materials are most appropriately managed as commercial wastes.

Diane Stanley of the Del Norte County Sheriff's office reports that they do not have anywhere to safely receive or store outdated marine flares, and they are not prepared to manage these materials with outdated gunpowder or shotgun shells.

Furthermore, as marine flares are potentially explosive, a collection event consolidating such materials in one place would likely also involve procedures to reduce the fire or explosive hazard of the flares as they are accumulated and stored prior to shipment.

Alternatives: Alternatively, the Authority Board could direct staff to:

- 1. Work with the Port Safety Committee and local law enforcement and fire departments to advocate for and/or develop a program to legally manage expired marine flares, and**
- 2. To report back to these agencies and the Authority Board regarding program logistics (location, timing, staffing, permits, contractors, etc.), potential costs and how such costs could be addressed, and/or barriers to establishing such a program.**

Fiscal Impact: The annual budget for the Del Norte Solid Waste Management Authority does not include any expenses for developing a program to collect marine flares.

Marine Expired Flares Disposal Problem in California

- Fact Sheet -

January, 2011

Fact Sheet Purpose

The purpose of this fact sheet is to provide background information on the problem of disposal of marine expired flares in California.

Flare Facts

A flare is a type of pyrotechnic that produces a brilliant light or intense heat without an explosion. The basic form is a tube packed with explosive chemicals that burn very brightly or give off smoke, and is used to attract attention in an emergency. Handheld flares (which operate on the ground) and rocket flares (which are fired into the air) are the two most commonly used as visual distress signals because they can be used for day or night.

The main ingredients of flares include **strontium nitrate** (which provides the color—it burns with a bright red or orange-red flame), **potassium perchlorate** or **potassium nitrate** (as powerful oxidizer, which makes the strontium burn rapidly), and/or an energetic fuel such as **magnesium** (which burns very brightly) or aluminum is added to give the extra energy needed for a fast combustion.

Safe Boating requires Visual Distress Signals

Boaters must have three flares in order to meet the visual distress signal requirement for the boat. . These flares must be in serviceable condition, stowed where readily accessible and not outdated. Flares expire after 36 months. One can be fined for having expired flares. Stockpiling flares on a boat, in a car, or at home is never a good idea.

State and Federal Regulations for Marine Flares

Federal Requirements: Title 33 Code of Federal Regulations Part 87 - Annex IV: Distress Signals. (NOTE: This can also be referenced as "33 CFR 87-Annex IV").

State Requirements: Harbors and Navigation Code 652 and Title 14 of the California Code of Regulations Section 6692 (NOTE: This can also be referenced as "HNC 652 and 14 CCR 6692").

USCG Regulations for Visual Distress Signals: All boaters operating on coastal waters, the Great Lakes, territorial seas, and waters directly connected to them (up to the point where the body of water is less than two miles wide) must carry visual distress signals approved for daytime and nighttime use. For pyrotechnic devices (hand-held or aerial flares, floating or hand-held orange smoke, and launchers for aerial red meteors or parachute flares) a minimum of three is required, in any combination that totals three for

daytime and three for night use. Three day/night devices will suffice. Devices must be in serviceable condition, dates not expired and stowed accessibly. Exceptions are recreational boats less than 16'L, open sailboats less than 26'L and not equipped with propulsion machinery, and manually propelled boats. These vessels are only required to carry nighttime signals when operating from sunset to sunrise. (Ex Lake Tahoe boaters aren't required to use flares because even though the water body is greater than 2 miles as it is not connected to international waters).

According to US Coast Guard regulations the shelf life for pyrotechnic devices is three (3) years from manufacture. Just because the flares are expired doesn't mean they don't work, and if a real emergency occurs one may need more than 3 flares. Failure to have flares or having expired flares could result in a \$1,100 fine.

Disposal of Flares

Flares are considered hazardous waste when they are no longer needed and require disposal. They should NEVER be thrown overboard or in the regular trash, even if you first soak them in water. Perchlorate, one of the ingredients in flares, is a recognized pollutant of concern. If you soak flares in water, you now have water contaminated with perchlorate and/or nitrates that becomes a pollution issue. Some counties collect flares as part of their Household Hazardous Waste disposal days – but only residents of that county can utilize those services. If your county collects them, this is probably the best way to get rid of excess expired flares.

The Department of Transportation (DOT) defines aerial and marine flares as explosives with following definition Hazard Class 1.2 Explosives (with a projection hazard) for aerial flare and Hazard Class 1.4 Explosives (with no significant blast hazard) for marine flare. Marine flares classified as 1.4 by DOT that will no longer be used for their intended purpose are considered by the Department of Toxic Substances Control to be hazardous wastes because of their high concentrations of toxic metals in addition to their explosive classification. They must be disposed of at a permitted hazardous waste facility. State laws and regulations prohibit the disposal of hazardous waste in the trash and in municipal landfills. Some counties accept Marine Flares classified as 1.4 from the public as part of their Household Hazardous Waste disposal – but only residents of that county can utilize those services. See http://www.coastal.ca.gov/ccbn/Ca_Flares.pdf. If your county collects them, this is the best way to dispose of expired flares.

Companies disposing of marine flares must use a hazardous waste hauler registered by DTSC to transport explosive waste to a permitted hazardous waste facility (http://www.dtsc.ca.gov/HazardousWaste/upload/hwm_list_fireworks.pdf)

California requires that the only people who can pick up and transport or store flares are those licensed for that purpose. If any unlicensed person accepts flares for disposal they are breaking the law. However, any individual can hold, transport or store up to 50 pounds of his/her own flares (Health and Safety Code – Sub section b, Section 25218.5.1).

Problem Statement

Expired Marine flares (1.4) generated by households and recreational boaters in California are considered household hazardous waste. The majority of marine flares are being disposed of in an unsafe manner by recreational boaters due to the limited number of household hazardous waste collections centers in California that are willing to accept the 1.4 marine flares. Currently, there are only 13 Household Hazardous Waste Collection centers throughout the State collecting marine and aerial expired flares http://www.coastal.ca.gov/ccbn/Ca_Flares.pdf Mismanagement of marine expired flares poses a public safety hazard and potential harm to the environment.

Estimated Number of Expired Flares Produced in California

An estimated 174,026 flares are generated per year by recreational vessels and recreational documented vessels in California. With an estimated 174,026 out-of date flares generated annually by boaters in California making it essential to find proper and convenient disposal options for boaters in California.

Documented Cases of Environmental Harm or Emergency incidents Caused by Mismanagement of Marine Flares

- In Florida on July 4th, 1998, a boat was destroyed in Port St. Lucie by a fire ignited by fire works which in turn ignited oil out date flares as back ups and had between 25 to 30 flares on board.
- In Florida (Palm Beach County) in 1999, a small child found an old flare in the back seat of a car, set it off and injured all six people in the vehicle. Florida boaters alone generate over 400,000 expired flares annually, according to state officials. (FL got this number from the number and types of registered boats) Flares are explosives and pose certain safety hazards. Marine flares that end up in landfills or washed up on shorelines can cause injuries, and improper storage may result in fires.
- Nova Scotia: In 2007, a residential fire, resulting in over \$75,000 in estimated damage was caused by an old flare.
- Massachusetts (2008). The flares are costing the public money to deal with in Massachusetts.
http://www.capecodtoday.com/blogs/index.php/2008/03/12/creosote_buildup_causes_chimney_fire?blog=80
- New Zealand (2010). A marine flare set off at midnight is being blamed for a blaze that destroyed a hillside of native bush at Piha, west of Auckland.
<http://www.3news.co.nz/Marine-flare-blamed-for-Piha-blaze/tabid/423/articleID/135839/Default.aspx>

There are no documented cases of environmental harm or emergency incidents caused by mismanagement of marine flares in California. However, it is imperative to find proper

and convenient solution to this issue before a major disaster involving human life or environmental impacts happen.

Some testimonies in California Include:

Rick Saber (US Coast Guard Auxiliary Flotilla 12, District 11NR - ricksaber@comcast.net)
"As a USCG - Auxiliary certified Vessel Safety Examiner, I have assessed 700 vessels. About 1 in 7 vessels has numerous expired flares needing disposal. With no official plan in place, this has always been a major problem with little solution."

Doug Powell (Sergeant Contra Costa County Office of the Sheriff - dpowe@so.co.contra-costa.ca.us)

This has been a problem for years! I applaud your efforts to find a safe location to drop flares, as in Contra Costa County the Fire Department, U.S.C.G. do not take or have a SOP for flares. I have been contacted by boaters trying to do the right thing with little information to give them.

James J. Fitzgerald (U.C. Davis, Office of Boating Safety Bodega Marine Laboratory - jjfitzgerald@ucdavis.edu) "I typically provide the list of approved CA marine flare collection sites issued through the Dockwalker program, and/or instruct them to check with their local fire department. Some fire departments will expend them during controlled burns or training. Locally here in Bodega Bay, I have a verbal agreement with the local USCG station to direct mariners to the Bodega Bay Fire Department; they will take receipt of the expired flares and store them in a safe manner until I can stop in to retrieve them. I later employ the flares during formal pyrotechnic and visual distress signal training as part of the standardized Department of Interior, Motor Boat Operator Training Course curriculum. When teaching the above curriculum at various field sites through out CA, I'm often approached by local police officers and firemen, asking what they should do with expired marine flares that they have accepted from mariners. Many of these municipalities struggle with the same problem the mariners are faced with, "What do we do with expired marine flares?" Due to a lack of training with marine flares, many people have a fear of how to use them, and are unable to expend them legally for training or in a distress situation. Unfortunately there can be severe risks and liability associated with an accidental discharge, or perceived false distress signal when the training is not communicated properly to the authorities. Therefore it is difficult for mariners to receive any training in the proper safe use due to the obvious liabilities associated with live fire training exercises. Local authorities also discourage the practice of "Joe/Jane Boater" conducting their own random pyrotechnic training, due to the potential for fire hazard and a lack of control measures, further compounding the problem for safe use."

Shelley Griffin (Bay Club Marina, Dockmaster marina@bayclubhotel.com) I never accepted any old flares from my tenants. I only got a constant flooding of inquiries on where they could dispose of them. Some of my tenants indicated to me that they quite

literally had 20 to 30 expired flares on their boat because they had no where to dispose of them. This is when I decided to take action and find out what could be done because I was so concerned that it is not safe to "stockpile" old flares on your boat.

Richard Engfer (Boater San Jose CA - hiltotii@sbcglobal.net) In all my years of boating on San Francisco Bay, I have never known of where to properly discard outdated flares. I have quite a (metal) box of them aboard my boat. I would welcome a convenient location for disposal.

Jim Haussenner (CA Marine Affairs and Navigation Conference - jhaussener@aol.com) While a problem, not sure how big. I personally keep the old flares on my boat.

Susan West Village (West Yacht Club Stockton - westdoublej23@yahoo.com) I personally have time expired flares on my vessel. I was told by the USCG Auxiliary when I had my annual vessel inspection this year that I do not have to replace expired flares. The date says they may not work, but there is no rule that says that I have to replace them with new one or current flares, just current Fire Extinguishers.

Anthony Budlong (Monterey, US Coast Guard Auxiliary - abudlong@msn.com) I have been involved in sea and river kayaking for over 15 years, and every 42 Months, my flares expire whether used or not. My first set of three got wet when I capsized in the surf returning to shore with no need to use or signaling and became mushy, so I spread out the material and let it dry in the sun over time. My second, third and fourth sets, still look good, but have expired and I keep them in my Gear Box along with my current set which are to expire in two years, also in my Gear box. I keep my gear box in our garage to keep dry and for ready use. So now I am getting an increased pyrotechnic load in my gear box/garage. We attempt to keep down gasoline, paint, paint thinners and oils to a minimum at our home and try to better meet Federal, State and County Laws and Ordances using the County Hazardous Waste Facility in Marina, but they will not accept any highway or boat flares or other pyrotechnics.

James Haas (ADSO - MEP, Sector LA/LB - USCG Auxiliary - iguanabob@msn.com) As we have discussed many times in the past, expired flares are a major problem among boaters. We find when we do vessel safety checks. They often have several expired ones that they have no idea what to do with them. We, unfortunately, cannot offer them any solution to the problem. Several boaters have confessed to us that they simply throw them over board or dump them in the dock side trash. Many have indicated a willingness to handle it properly if only there were a place to get rid of them. The danger in dumping them, as you know, is that they could inadvertently be exploded in the process of the trucks picking them up. Additionally, the other obvious dangers are children or teens finding them and setting them off improperly. Also, if trash is dumped into an incinerating plant we have the potential for a major hazard. All in all, providing a proper place for disposal serves a community purpose.

Norma E. Lococo (USCG Auxiliary, Dana Point - bogart11@cox.net) Although some locations accept hand held flares periodically (depending on who is working that day), none of the locations will accept any form of aerial flares or any flare that had the general appearance of ammunition. Additionally, it is unrealistic to develop a level of boater responsibility with this limitation and level of inconsistency particularly when the drive is generally 15-20 miles to these locations. We have advocated dedicating one day a year at each of the local mariners for proper flare disposal. The photos below represent the flares volunteered by boaters and collected in one season (January-August 2010) from boaters only in Dana Point Harbor, CA with many boaters electing to retain expired flares.

Anonymous A postcard signed anonymous stated that this person has been dumping their expired marine flares into San Francisco Bay off of Alcatraz Island for years.



One season collection in Dana Point, CA (Jan-Aug, 2010).
The one flare with wood handle expired in 1959



Water Quality

Potassium perchlorate

Potassium perchlorate may cause health affects if ingested. Many states control the amount of potassium perchlorate in drinking water.

Barium nitrate

Polyvinyl chloride

Strontium nitrate

Marine Expired Flares Working Group:

California Department of Boating and Waterways
California Coastal Commission
California Department of Toxic Substances Control
CalRecycle
San Francisco Department of Public Health
California Emergency Management Agency
USEPA



Clean Harbors Environmental Services, Inc.
2550 Del Monte St. #140
West Sacramento, CA 95691
www.cleanharbors.com

September 3, 2014

Attn: Mr. Tedd Ward
Del Norte Solid Waste Management Authority
1700 State Street
Crescent City, CA 95531

Quote #1987892

Dear Mr. Ward:

Thank you for considering Clean Harbors Environmental Services, Inc. (Clean Harbors) for your laboratory chemical waste management needs. We are pleased to provide you with the following pricing. Additionally, Clean Harbors has the appropriate permits and licenses for the acceptance and disposal of the waste streams identified within this quotation.

In addition to providing laboratory chemical management services and disposal to our company owned and operated facilities, Clean Harbors offers a broad range of environmental services including:

- Waste Transportation & Disposal
- Laboratory Chemical Packing
- Field Services
- 24-Hour Environmental Emergency Response
- Industrial Services
- InSite Services

I look forward to continuing to service your environmental needs. To place an order, please contact our Customer Service group at 800.444.4244. If you have any questions or need further assistance, you may reach me at the number below.

Sincerely,

Michael A Clark
Cleanpack Specialist
Phone: 408.425.7413



September 3, 2014
Clean Harbors, Quote #1987892

FLARE TRANSPORT AND DISPOSAL

DISPOSAL

Profile/Waste Code	Waste Description	Qty	UOM	Price	Total
A99X	EXPLOSIVES	1	pounds	\$6.00	*\$2,500.00
				Total	\$2,500.00

*The following minimum price(s) will apply:

Profile/Waste Code	UOM	Minimum Price
A99X	pallet	\$2,500.00

TRANSPORTATION

Dispatch Location	Price	UOM	Total
Nevada ServiceCenter	\$7,000.00	pickup	\$7,000.00

TOTAL ESTIMATE

\$9,500.00

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
A99X	Explosives Requires special handling Specifications determined for each profile Disposal method determined for each profile

QUOTE CONDITIONS

A99X Disposal Minimum into Clean Harbors Colfax, LA is \$2,500/shipment.

Transportation rate is estimated. Upon request, and based on the amount of explosive waste being shipped, Clean Harbors will quote a specific flat transportation rate.



September 3, 2014
Clean Harbors, Quote #1987892

Page 3 of 4

GENERAL CONDITIONS

- Except where superseded by an existing services agreement the following terms and conditions apply to this quoted business.
- Prices firm for 30 days.
- Terms: Net 30 Days
- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.
- Local, state and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and will be added to each invoice as applicable.
- Materials subject to additional charges if they do not conform to the listed specifications.
- Electronically submitted profiles will be approved at no charge. Paper profiles will be charged at \$75.00 each.
- Compressed gas cylinders requiring special handling due to inoperable valves will be assessed an additional charge of \$400.00 per cylinder. Cylinders larger than medium size will be quoted case by case. This charge may be sent as supplemental invoice.
- A variable Recovery Fee (that fluctuates with the DOE national average diesel price), currently at 16.5%, is included in our quoted pricing. For more information regarding our recovery fee calculation please go to: www.cleanharbors.com/recoveryfee.
- Pickups that require same day or next day service may be subject to additional charges.
- Pickups cancelled within 72 hours of scheduling will be subject to cancellation charges.
- Transportation charges to the final disposal facility will be charged in addition to local transportation to our truck to truck hub/local facility and will vary with logistics and routing.
- Time over eight (8) hours in the normal workday and all day Saturday is considered overtime and will be billed at 1.5 times the applicable straight time rate for all billable personnel unless otherwise quoted. Sunday and Holidays are considered premium time and will be billed at 2.0 times the applicable straight time rate for all billable personnel unless otherwise quoted.
- Standard disposal conversions (excluding minimums) apply to containers other than 5 gallon drums unless otherwise quoted: 6-20g 60%, 21-30g 75%, 31-55g 100%, 56-85g 145%, FBIN 350%, TOT2(<300gal TOTE) 500%, TOTE 630%.
- In the event that legal or other action is required to collect unpaid invoice balances, Customer agrees to pay all costs of collection, including reasonable attorneys' fees, and agrees to the jurisdiction of the Commonwealth of Massachusetts.



September 3, 2014
Clean Harbors, Quote #1987892

Page 4 of 4

ACKNOWLEDGEMENT

Your signature below indicates your acceptance of the pricing and terms detailed in the quote above.

Thank you for the opportunity to be of service.

Signature

PO#

Date

Print Name

Quote # 1987892



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Staff Report

Date: 05 September 2014
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Acting Director / Program Manager
File(s): 081504

Topic: Hazardous Waste Programs in Del Norte

Summary: Status report; no action required. On October 3rd and 4th, Authority staff and the Authority's hazardous waste collection contractor Clean Harbors will hold our annual hazardous waste collection event. This report summarizes hazardous waste programs in Del Norte County.

Background: Since its formation in 1992, the Del Norte Solid Waste Management Authority has been responsible for providing household hazardous waste collection programs for Del Norte County under the California Integrated Waste Management Act of 1989 (as amended).

The Authority provides information through printed handouts and our website www.recycledelnorte.ca.gov on recipes for less toxic alternatives to common hazardous products.

The Authority has developed a five-pronged approach to HHW collections. First, the Authority provides at the Del Norte County Transfer Station free recycling or disposal of the most common HHW materials: used motor oil, oil filters, ethylene glycol antifreeze, lead-acid batteries, non-aerosol latex and oil-based paints, stains and varnishes, and also accepts televisions, computer monitors, home-generated sharps, household batteries and electronics. Second, there is a load-checking program at the transfer station to assure that hazardous materials are not illegally disposed. Third, the Authority has supported the certified used oil collection centers under CalRecycle's Oil Payment Programs. Fourth, the Authority supports extended producer responsibility (EPR) programs for hazardous products, and that has helped establish one of the most convenient household battery recycling programs in the nation, carpet recycling, as well as an expansion of the Authority's paint collection program. All of these EPR programs reduce expenses to Authority customers. Finally, the Authority sponsors a Household Hazardous Waste collection event each year. Businesses may also participate in the collection events by appointment on the Friday before the collection event to have their hazardous materials properly disposed.

5.2

After requesting competitive proposals, since 2009 the Authority has contracted with Clean Harbors, Inc. for Del Norte's annual hazardous waste collection event. Earlier this year, the Authority Board adopted a Change Order to the Clean Harbors agreement that directs Clean Harbors to work with PaintCare so that the Authority will not be invoiced for processing or disposal of any architectural coatings or paint-related materials for this or any future hazardous waste collection events. Clean Harbors will continue to provide hazardous waste collection event services to Del Norte through August 2017.



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

Public Service Announcement

FOR MORE INFORMATION, CONTACT:

Tedd Ward, M.S. Acting Director / Program Manager 465-1100

e-mail: tedd@recycledelnorte.ca.gov

Del Norte Solid Waste Management Authority

Distribution: The Daily Triplicate FAX: 464-5102

KPOD - Community Events & PSA's FAX: 464-4303

KCRE / KFVR - Community Events & PSA's FAX: 464-4303

KHSU / KHSR - Community Events & PSA's FAX: 707-826-6082

KXGO - Community Events & PSA's FAX: 707-786-5100

Yurok Tribe FAX: 482-1377

Run Dates: 15 September 2014 – 04 October 2014

(if you can run this for just one week, make it 29 September – 03 October, please)

Del Norte Household Hazardous Waste Event October 4th

The Annual Household Hazardous Waste Collection Event will be held on Saturday October 4th at the Del Norte County Transfer Station. This is the one time your household can dispose of your pesticides, herbicides, poisons, cleaners, aerosols, thinners, solvents, as well as photographic or pool chemicals, outdated medicines and cosmetics.

Businesses with hazardous materials must make an appointment to bring their materials for a fee on Friday October 3rd by calling Clean Harbors at 800-433-5060 before September 30th.

This event will be free to Del Norte County households, and it will be held from 9 AM to 2 PM on Saturday, October 4th at the Del Norte County Transfer Station off of Elk Valley Road in Crescent City. For more information, call the Del Norte Solid Waste Management Authority at 465-1100.



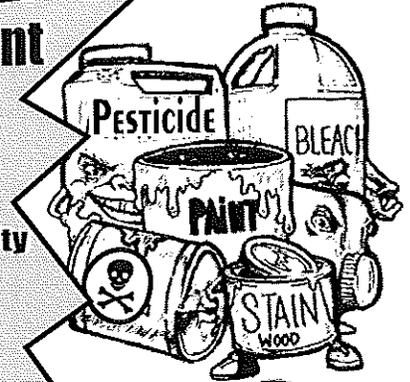
Household Hazardous Waste Collection Event FREE for Del Norte Residents Only

October 04, 2014 9 AM - 2 PM

at the Del Norte County Transfer Station - 1700 State St, Crescent City

You can bring your contaminated motor oil to this event.

TRANSPORTATION LIMITATIONS: STATE TRANSPORTATION LAWS
LIMIT EACH VEHICLE TO A MAXIMUM OF 15 GALLONS OF LIQUID OR
125 POUNDS OF SOLID HAZARDOUS WASTE.



Not sure if something is hazardous? Call us at 465-1100 for more info.

www.recycledelnorte.ca.gov

Printed on recycled paper.

Commercial Hazardous Waste Disposal Service Friday October 03, 2014 by appointment only

If your business or agency has hazardous materials to dispose, this is the only time this year that you may legally deliver those materials for disposal at the Del Norte County Transfer Station.

1. Get an EPA ID number online: www.dtsc.ca.gov/idmanifest/id_numbers.cfm
2. Call 1-800-433-5060 before September 30th to schedule an appointment and receive an estimate of your disposal costs.
3. Bring your hazardous materials and payment at your appointed time to the Del Norte County Transfer Station at 1700 State St. in Crescent City on Friday October 3rd 2014.

www.recycledelnorte.ca.gov

465-1100



FREE EVERY DAY

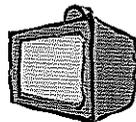
Household Hazardous Waste Recycling Mon-Fri: 8 AM - 5 PM, Sat & Sun: 9 AM - 5 PM
At the Del Norte County Transfer Station, 1700 State Street, off Elk Valley Road



Non-aerosol latex paint



Household fluorescent tubes & bulbs



Televisions & computer monitors



Home sharps containers



Cooking Fats, Oils & Grease



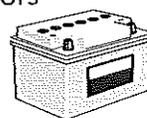
Used motor oil



Drained oil filters



Old antifreeze



Lead acid batteries



All household batteries

Remember to tape one terminal



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Del Norte Solid Waste Management Authority Work Priorities Fiscal Year 2014 – 2015

Legend for symbols used:

- = Activity to be completed during FY 2014-2015
 - = Activity mandated by State or Federal Law
 - = Authority-adopted plan, contract or grant to comply with law
 - = Ongoing activity
 - = Draft submitted, awaiting agency response
 - = Activity completed for FY 2013-2014
 - = Activity set to be completed during FY 2015-2016
 - = Lower priority activity; addressed as time and capacity allows
 - = Activity deferred
 - = Activity deferred pending staff capacity
 - = Fiscal responsibility under guidance of Authority Treasurer
- Highlighted items have been deferred due to ongoing staffing shortages.

This Work Priorities list is a living document. Items may be added as needed due to further direction from the Authority Board, new legislation, regulation or agency action.

Last Updated: **September 2014**

Mandated or Obligatory Ongoing or Future Activities:

1. Del Norte County Transfer Station (TS) Facilities and Operations

- Gather, compile, analyze, and report storm water runoff samples as required under the Industrial Stormwater Permit. After two to three years of sample history, consult with RWQCB staff regarding possibly reducing monitoring requirements. (Ongoing)
- Revise the Transfer and Processing Report as necessary for new recovery activities and/or management of materials banned from disposal or requiring special handling, including architectural coatings. (Ongoing)

6.1

- ☞🗑️★ Procure and manage Household Hazardous Waste (HHW) Collection Event contractor and use Permanent Household Hazardous Waste (HHW) Facility at the Transfer Station for annual HHW Collection Event on 04 October 2014, as well as daily recycling of oil, filters, antifreeze, paints stains and varnishes, televisions and computer monitors, and fluorescent tubes. (Ongoing)
- ☞🗑️★ Prepare and submit hazardous waste business plan to the County. (Annual)
- ☞🗑️★ Coordinate with the County Department of weights and measures to calibrate and certify the accuracy of the scales used at the Del Norte County Transfer Station. Repair scales as necessary. (Annual)
- ☞🗑️★ Prepare and submit the PCI compliance report to assure that measures are in place to protect customer credit and debit card information. (Annual)
- ?⊗ Submit application, fees, print forms and conduct training necessary to provide public scale services at the Del Norte County Transfer Station. (Pending, deferred at present)

2. Crescent City Landfill Post-Closure Maintenance

- 🗑️★ Continue working with County staff to monitor gas wells, groundwater wells, surface water sampling points and stormwater sampling points. Authority staff will continue to compile, summarize and analyze data as well as prepare and submit reports to the North Coast Regional Water Quality Control Board as required under Order 97-90 and the Industrial Storm Water permit. (Ongoing through 2035)
- ☞🗑️★ Continue landfill monitoring and maintenance. This includes semi-annual removal of deep-rooting plants and mowing of surface drainage structures. Over the post-closure maintenance period activities will also likely include repair to slopes and drainage structures as well as grading to reduce ponding. (Ongoing through 2035)
- ☞🗑️⊕ Prepare and submit solid waste facility permit renewal applications every five years or as activities at the landfill change. (Submitted in 2013; ongoing through 2035)
- ✓🗑️⊕ Prepare and submit landfill gas heat capacity report and other documentation required by the North Coast Air Quality Management District (NCAQMD). The NCAQMD may impose additional requirements based on this report. (Submitted in 2013; ongoing through 2035)
- 🗑️★ Apply for reduction in the post-closure multiplier and prepare and submit annual estimate of the post-closure financial liability associated with the Crescent City Landfill to CalRecycle (Annual; ongoing through 2035)

- ☞☉ Conduct and report on constituent of concern monitoring of landfill groundwater every five years. (Due in August 2014; ongoing through 2035)
- ☞☉ Conduct and submit aerial survey of the landfill every five years to document any differential settlement. (Next due in 2016; ongoing through 2035)

3. Collections Franchise and Collections System Management

- ☉★ Staff, maintain and improve disposal and recycling facilities and services at the Klamath and Gasquet container sites (Ongoing).
- ☉☞★ Manage current Franchise Collections contract to ensure compliance with contract provisions and Service Standards. (Ongoing)
- ☞☉☞★ Continue to promote workplace recyclables collections, the California Commercial Recycling Mandate (AB341) with Recology Del Norte, recycling coordinators, the recyclables collection contractor (currently GH Outreach) and processors like Julindra Recycling. (Ongoing)
- ☉☞☞★ Coordinate collection events for Christmas trees, yard debris, household hazardous wastes and other items or materials as opportunities arise (Ongoing)

4. Reuse, Recycling, and Composting

- ☞☉☞☞★ Continue, as a rural regional agency, planning, monitoring and reporting programs, activities, and progress on per capita and per employee waste reduction targets under California Integrated Waste Management Act of 1989, as amended, and as administered by the California Department of Resources, Recovery and Recycling (CalRecycle), including compliance with the California's Mandatory Commercial Recycling Law (AB341). (Ongoing)
- ☉☞☞★ Continue to promote and to make more convenient beverage container recycling using grant funds from the State agency responsible for beverage container recycling. (Annual while block grant continues)
- ☉☞☞★ Continue to coordinate, enhance, and promote recycling of used oil, oil filters and antifreeze using grants from the State agency responsible for oil recycling. (Annual and ongoing)

- 🗑️📄🌟 Report on product stewardship programs for carpeting, paints and stains (Ongoing)

5. Education and Public Outreach

- 🗑️📄🌟 Prepare outreach materials to promote program activities, events and service including print ads, radio ads, posters, public service announcements, posters, handouts and flyers as well as collections billing inserts changes. (Ongoing)
- 🗑️🌟 Coordinate and support beach, river and neighborhood cleanup activities. (Ongoing)
- ✓🗑️📄🌟 Promote waste prevention, reuse, composting and recycling through Fairs around Earth Day and the Del Norte County Fair. (Annual)
- 🗑️🌟 Work cooperatively with the Humboldt Waste Management Authority for regional promotion of waste prevention, reuse, repair, composting and recycling. (Ongoing)
- 🗑️🌟 Provide timely analysis and/or recommendations for Board actions or letters regarding legislation and/or regulations which pertain to Authority activities or programs. (Ongoing)
- 🗑️📄🌟 Provide support to the Del Norte Solid Waste Task Force to promote waste reduction, reuse, composting, recycling and related activities. (Monthly)
- 🗑️📄🌟 Continue to provide regular public Composting workshops as well as other presentations as requested. (Ongoing)
- 🗑️📄🌟 Continue to revise and update written materials as well as developing new materials promoting waste reduction, reuse, repair, composting, hazard reduction, and proper disposal. (Ongoing)
- 🗑️📄🌟 Update website as needed and upload meeting agenda and minutes. (Ongoing)

6. Budgets, Funding and Fiscal Oversight

- 🗑️📄🌟💰 Developing annual budgets, tracking expenditures and revenues accordingly. (Annual and ongoing)
- 🗑️📄🌟💰 Preparing and submitting necessary reports related to post-employment retirement benefits funding. (Annual)

- 🌱🌟📁🗑️ Work with contractor to complete the annual agency audit report and respond according to recommendations and Board direction. (Annual)
- 🌟 Solicit, negotiate and administer Authority contracts as necessary. (Ongoing)
- 🌟🌟 Apply for and administer additional competitive grants to support local and/or regional programs as opportunities arise. (Deferred)
- 🌟 Develop partnerships with Del Norte County and Crescent City departments to efficiently deliver services. (Ongoing)

7. Personnel and Staffing

- 🗑️🌟📁🌟 Adhere to policies described in a Memorandum of Understanding with the Del Norte Solid Waste Management Authority Employees Association and update as needed. (Ongoing)
- 🗑️🌟 Complete negotiations with Mid-management employees for a Memorandum of Understanding with the Del Norte Solid Waste Management Authority Employees Association and update as needed. (2014)
- 🌱🌟 Hire and train site attendants and relief workers for the Del Norte County Transfer Station, as well as the Gasquet and Klamath container sites. (Ongoing)
- 🌱🌟 Training staff through workshops, in-service training, monthly safety meetings, educational and/or on-line courses and conferences. (Ongoing)

8. Recovery Infrastructure and Recycling Market Development

- 🌟🌱📁🌟 Continue to participate in the North Coast Recycling Market Development Zone program to promote recycling market development technical assistance services and financing opportunities. (Ongoing)
- 🌟📁🌟 Through the North Coast Cooperative for Recycling Infrastructure Development (Coop), support expansion of reuse, recycling, and compost processors and manufacturers in Del Norte and Humboldt counties to bolster regional markets for recovered materials. (Ongoing)
- 🌟📁🌟 Use the Coop as a forum for reducing overall program costs by sharing

resources and personnel, or storing and consolidating recovered materials at public facilities as opportunities arise. (Ongoing)

8. Other Responsibilities and Activities

- 🗑️📌☆ Provide collection and consolidation services as needed for public home-generated sharps drop-off points. (Ongoing)
- 🗑️☆ Preparing, publishing and distributing agendas (under Chair's direction) and staff reports for monthly Authority meetings. (Monthly)
- ? ☆ Responding to public, government agency and tribal agency requests for information and reports. (Ongoing)
- ☆ Recording and responding to complaints regarding facility operations, collections services and/or illegal dumping. (Ongoing)
- ☆ Obtain and maintain equipment, supplies and software for monitoring, reporting, servicing, outreach and collection event activities. (Ongoing)
- ? ☆ Providing professional assessment and analysis of how other jurisdictions have addressed the issues and concerns identified by the Authority Board, including obtaining model requests for proposals, agreements and/or ordinances. (As needed)

Priority Discretionary Activities for 2013-2014:

1. Del Norte County Transfer Station (TS) Facilities and Operations

- ? ☆ Work with Hambro/WSG to develop additional resource recovery options that can be integrated into TS operations at a cost which is less than disposal. (Ongoing)
- ? ☆ Work with Hambro/WSG and Recology Del Norte to assess and evaluate potential impacts associated with changes in Franchise solid waste, recyclables, and yard debris collection services on transfer station operations and revenues. (Ongoing)

2. Collections Franchise and Collections System Management

? ☆ Evaluate possible modifications to the Collections Franchise and/or appropriate ordinances to complement the services at the Del Norte County Transfer Station and to expand, provide incentives and document recovery. (Ongoing)

👉 🗑️ Analyze, enhance, expand, develop and support one or more facilities capable of processing locally-generated organic materials for compost or energy production, in Del Norte or one of our adjacent counties. (Ongoing)

3. Crescent City Landfill Post-Closure Maintenance

👉 🗑️ ☆ Collect and analyze water samples from two new wells installed at the landfill to possibly demonstrate groundwater flow directions are such that water quality impacts associated with the landfill are unlikely to pose a threat to adjacent residential properties. Continue to engage in similar efforts in pursuit of a reduction in the Threat/Complexity rating for this facility, resulting in a reduction to the annual permit fee for the Waste Discharge Requirements issued by the North Coast Regional Water Quality Control Board (RWQCB). (2014)

👉 🗑️ ☆ Work with RWQCB in the development and revision of Waste Discharge Requirements and Monitoring and Reporting Program to analyze water historical quality monitoring information with the intent of reducing the expense of water quality monitoring during the post-closure maintenance period, which extends until February 2036 (2015?).

👉 🗑️ ☆ Monitor development of laws and regulations pertaining to control of greenhouse and other landfill gas emissions. Research possible actions and funding sources as necessary and appropriate. (Ongoing)

👉 🗑️ ☆ Procure landfill insurance. (2014)

4. Education and Public Outreach

👉 ☆ ? Work with the California Product Stewardship Council (CPSC) to promote and establish Extended Producer Responsibility and Take Back programs. (Ongoing)

👉 ☆ ? Advocate for legislative and regulatory initiatives extending producer responsibilities for end of life product management to reduce Authority costs for managing discards - especially hazardous materials, products or materials banned from disposal, as well as products or materials requiring special handling including sharps, fluorescent tubes and household batteries. (Ongoing)

- ☆🏛️ Continue outreach and public-private partnerships in support of Extended Producer Responsibility. (Ongoing)

5. Legislation, Ordinances, Plans and Enforcement

- 🏛️🌟? Administer Code Enforcement activities through a Code Enforcement Officer and Authority-related hearings through a Hearing Officer until such time as these functions are incorporated into relevant City and County Ordinances. (Ongoing)
- 🏛️🌟? Work with County and City Building and Planning Departments to establish forms and processes for Materials Management Plans to be incorporated as appropriate for construction and demolition permits in Del Norte County. (Ongoing)
- ☆🏛️ Review, consider and provide appropriate Authority-directed advocacy regarding bills being considered by the California Legislature (Ongoing)
- ☆? Prepare local ordinances, resolutions and agreements. Modify adopted plans as necessary to enact product stewardship and extended producer responsibility programs in Del Norte County for products which have been banned from mixed waste disposal by State agencies, including household hazardous wastes and universal wastes such as batteries, sharps, mercury devices, fluorescent tubes, and electronics. (Ongoing)



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Staff Report

Date: 05 September 2014
To: Del Norte Solid Waste Management Authority
Commissioners
From: Tedd Ward, M.S. – Acting Director / Program Manager
Del Norte Solid Waste Management Authority
File Number: 231501 – Authority Work Plans
Topic: Authority Mission Statement

Summary / Recommendation: That the Authority Board direct staff to research and make a presentation at the regular November Authority meeting to discuss:

- a) what grants or other resources could be available to reduce the expense of strategic planning efforts,
- b) which additional elements of a Strategic Plan should be considered and possibly adopted by the Authority,
- c) how such elements could be drafted, reviewed, and adopted, and
- d) how contractor's services would be defined and appropriate contractors selected and compensated.

Background: What are the key components of a Strategic Plan?

Generally, a strategic plan will usually include:

- A Vision Statement describing what the organization aspires to be
- A Mission Statement defining the fundamental purpose(s) of the organization, describing why it exists and what it does to achieve its vision.
- A Summary of Values shared among the stakeholders of the organization
- A Strategy, describing the activities, courses of action, and allocation of resources to carry out the mission within the context of values.

6.3

08 August 2014

1 Printed on >30% post-consumer recycled paper

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A Joint Powers Authority of

the City of Crescent City and County of Del Norte
& member, North Coast Recycling Market Development Zone

Printed on minimum
30% post-consumer

100% recycled paper

How would a Strategic Plan be different than the Authority's Purposes and Work Plan?

The six Purposes described within the revised Joint Powers Authority are attached, as well as the most recently adopted Work Plan. These documents do not directly address the question of 'How does the Authority excel in meeting its obligations and activities?' Also, neither of these documents addresses Vision, Mission, or Values.

Following are strategic planning elements provided by the Authority's member agencies:

Vision, Mission, and Values from the City of Crescent City:

Vision: The City of Crescent City will continue to stand the test of time and promote quality of life and community pride for our residents, businesses and visitors through leadership, diversity, and teamwork.

Mission: The purpose of our city is to promote a high quality of life, leadership and services to the residents, businesses, and visitors we serve. The City is dedicated to providing the most efficient, innovative and economically sound municipal services building on our diverse history, culture and unique natural resources.

Values: Accountability, Honesty & Integrity, Excellent Customer Service, Effective & Active Communication, Teamwork, and Fiscally Responsible

Mission and Goals from Del Norte County:

The mission of Del Norte County government is to provide for the health and welfare of the people within its boundaries. Del Norte County like all counties in California is a political subdivision of the state. Del Norte County is a general law county. The County provides an array of services to its residents, including roads, parks, law enforcement, emergency response, planning, building inspection and animal control. The County also serves as the primary delivery service for many State services such as foster care, welfare assistance, public health, elections and child support.

The primary goal of the County's elected representatives and employees is to serve and support the social, economic, health, safety and well being of its citizens. In this pursuit, the Board of Supervisors has adopted goals to further a commitment to the principles of a prosperous, safe and healthy community. These goals guide the efforts of all County government:

- Empower our community by affirming safe and healthy children, families and individuals.

- Create/improve a healthy workforce and effectively communicate County's goals and objectives to staff.
- Identify, develop, and prioritize a long range and short range plan for meeting future buildings, roads, equipment and recreational facilities.
- Proactively manage our financial resources.
- Deliver quality customer-focused services.
- Provide information/automation resources required to effectively meet private and public needs.
- Actively support economic development in Del Norte County.
- Build and improve partnerships with all public and private entities.
- Do everything within our authority to ensure that the public is provided with adequate and efficient infrastructure.

Purposes of the Del Norte Solid Waste Management Authority:

Any adopted Mission Statement for the Authority would need to be compatible with the Purposes of this agency as described in the 'First Amended Joint Powers Agreement between the City of Crescent City and the County of Del Norte creating the Del Norte Solid Waste Management Authority' as adopted in 2012 and listed below.

'The purpose of this Agreement is for the:

- A) Planning, siting, permitting, developing, constructing, maintaining, managing and providing gate attendants for public disposal sites, transfer stations, and/or sanitary landfills, and planning for and securing the services of necessary non-disposal processing facilities or other options related to recovering discarded resources and processing those materials to increase their value;
- B) Preparing, implementing, and providing related monitoring, reporting, updates and revisions for programs of a Regional Agency Integrated Waste Management Plan as required under the California Integrated Waste Management Act of 1989 as amended (California Public Resources Code commencing with section 40050), including programs related to used motor oil, oil filters, and household hazardous wastes and other materials and products banned from mixed waste disposal;
- C) Defining and monitoring the service standards for collections of discards in the incorporated and unincorporated area of County and the ability to grant franchises for waste hauling and/or collection and processing of mixed recyclable materials, in its discretion;
- D) Exercising all setting and controls on maximum rates to be charged to the public for discard collections services, and solid waste and recycling services in Del Norte County, and other appropriate powers reasonably necessary to carry out the purpose of

this Agreement, including securing disposal capacity for Del Norte County residents, agencies, and businesses as required under Public Resources Code sections 41701 and 41703;

E) Developing, adopting, and implementing Ordinances and programs to control and prosecute illegal dumping and blight in Del Norte County associated with solid waste accumulation and storage; and

F) Post-closure maintenance, monitoring, reporting and remediation related to the Crescent City Landfill as required by relevant Orders from the Regional Water Quality Control Board, North Coast Region, the California Department of Resources Recycling and Recovery (CalRecycle) the North Coast Air Quality Management District.'

Possible Mission Statements submitted by Commissioner Wilson:

At the August 13th Authority meeting, Commissioner Wilson distributed a draft list of possible Mission Statements for the Authority, and those are listed below, and numbered for ease of reference.

1. The mission of the DNSWMA is to provide the most economical way for the ratepayers and the JPA members to manage the waste/resource streams and still be in compliance with state law.

OR

2. The Authority's mission is the management of Del Norte County's solid waste and recyclable material in an environmentally sound, cost-effective, efficient and safe manner.

OR

3. The mission of the DNSWMA is to promulgate and implement a plan to manage waste disposal in our county. In keeping with this mission, each program or activity conducted by this agency will strive to direct our human and financial resources to those areas where our goals and objectives can be achieved - guided by common sense, accountability and compassion to assist all of the people of Del Norte County in maintaining and improving our quality of life.

OR

4. To protect the public's health, insure 100% regulatory compliance, provide

excellent customer service at an affordable price and to maximize the reduction, reuse and recycling of solid waste materials where economically viable.

OR

5. To insure the safety of the public we serve, to insure 100% regulatory compliance with existing law and to, where economically viable, maximize the reduction, reuse and recycling of solid wastes in Del Norte County while providing excellent customer service at an affordable price.

OR

6. The DNSWMA exists solely for the purpose of providing the best possible services to our customers, the citizens of Crescent City and Del Norte County. We are committed to providing these services with honesty, integrity, compassion, fairness, and a commitment to excellence. We are committed to the long-term financial stability. Decisions will be driven by our commitment to provide the best services possible in a financially sound and responsible manner given the economic realities facing our community.

The mission of the DNSWMA is to insure a safe and healthy environment for future generations. The Del Norte County Solid Waste Authority operates recycling programs, cleans illegal dumps and offers educational services on recycling in Del Norte County.

OR

7. The DNSWMA provides for the proper management and disposal of all solid waste generated within the borders of Del Norte County using practices that ensure the sanctity of the county's environment and that are consistent with the goals and objectives of the Del Norte County Board of Supervisors and the Crescent City, City Council.

Analysis: As a joint powers authority of the County of Del Norte and the City of Crescent City, the Del Norte Solid Waste Management Authority's mission should be complementary to the missions of our member agencies. At the 13 August 2014 Authority meeting, Commissioners were asked to send e-mails expressing which of these possible Mission Statements were found to be most appealing. No such input was received prior to the publication of this agenda.

There are grants and other resources to assist agencies and non-profits with strategic planning through groups like the Humboldt Area Foundation, but staff have not been directed to investigate resources to facilitate strategic planning or reduce related expenses.

**A RESOLUTION OF THE GOVERNING BOARD OF THE
DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
COUNTY OF DEL NORTE
CITY OF CRESCENT CITY
STATE OF CALIFORNIA**

RESOLUTION NO. 2014-05

**ENDORING SAFE STAA ACCESS ON CALIFORNIA US HIGHWAY 199
FROM US HIGHWAY 101 TO INTERSTATE 5**

WHEREAS, the 197/199 Corridor (California State Route 197 and US Highway 199) is the sole interregional and interstate route linking Highway 101 to Interstate 5 at Crescent City, California; and

WHEREAS, the current alignment and physical constraints have restricted common truck access based on the 1982 Surface Transportation Assistance Act (STAA) route designation standards; and

WHEREAS, The 199 Corridor is the Del Norte and Border Coast regions' only reasonable access to Interstate 5, which is a major interstate route that holds considerable interregional importance to northern California and southern Oregon, and is key to the safety and economic vitality of Del Norte County; and

WHEREAS, Del Norte Solid Waste Management Authority depends upon the 199 Corridor for the movement of solid waste and other commodities; and

WHEREAS, the only alternate route for entering or leaving the region is US Highway 101, that is threatened by a significant and active landside at Last Chance Grade to the south of Crescent City; and

WHEREAS, Del Norte County's past, present, and future allocation of State transportation funding sources have been dedicated to the 199 Safe STAA Access Project. The Project includes replacing a functionally obsolete bridge that was built in 1925 and is in the top 1% of the oldest bridges on the State Highway System; and

WHEREAS, a lawsuit and court ordered injunction now threatens the Project and the community's investment in it.

NOW, THEREFORE, BE IT RESOLVED that the Del Norte Solid Waste Management Authority does officially endorse and support safe STAA route access on the 199 Corridor from US Highway 101 to Interstate 5 in Del Norte County, California.

6.4

PASSED AND ADOPTED by the Del Norte Solid Waste Management Authority at a regular meeting hereof held on the 10th day of September, 2014 by the following polled vote:

AYES:
NOES:
ABSENT:

Signed: _____ Date: _____
 Roger Giltin, Chair

ATTEST: _____
 Mary Wilson
 Clerk of the Del Norte Solid Waste Management Authority

**This item was not
ready for publication
at the time this
agenda was
published.**



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

Director's Report

Date: 04 September 2014
To: Commissioners of the
Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. - Acting Director / Program Manager *Tedd*
Attachments: Legal Analysis of R3 Final Report Options from Martha Rice
Notes as recorded on flip charts during 21 August 2014
meeting
Written comments submitted at the Special Authority
meeting of 21 August 2014
File: 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, though some of these reports have been delayed due to staff shortages.

Partial List of Significant Activities since 08 August 2014:

1. I presented a composting workshop on 22 August 2014 at the Family Resource Center. (3 hours)
2. I confirmed with the Carpet America Recovery Effort (CARE) that the carpet recycling program at the Del Norte County Transfer Station is approved to accept carpet padding in addition to carpeting, and that carpet is now acceptable for recycling whether it is rolled with the fiber side out OR with the fiber side in.
3. I escorted Gina Morrison of the North Coast Regional Water Quality Control Board and Brian McNally of the Del Norte County Department of Environmental Health on an inspection of the Crescent City landfill on 14 March 2014.
4. Made arrangements for the Special Authority meeting of 21 August 2014. Attached to this report are the written comments submitted during or for that meeting that should be included in the record for that meeting.
5. I prepared for and completed Hazardous Waste Operators 8 hour refresher training for September 4th with Hambro/WSG employees and Code Enforcement Officer Dave Mason at the Del Norte County Transfer Station

08 Aug 2014

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A Joint Powers Authority of
the City of Crescent City and County of Del Norte
& member, North Coast Recycling Market Development Zone

Printed on >30% post-consumer recycled paper

Printed on minimum
30% post-consum

100% recycled paper

8.1

- with Larry Sweetser of the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties. (10 hours)
6. Worked with our accounting staff to prepare budget transfers, accounts receivable and accounts payable reports as needed to address expenditures and budget in the last months of FY 13/14 and prepare. (12 hours so far, more needed)
 7. Entered and analyzed data, prepared and submitted the semi-annual report regarding the Crescent City Landfill as required under RWQCB Order 97-90. (approximately 40 hours)
 8. Completed the Electronic Annual Report to CalRecycle. (approximately 4 hours)
 9. Completed and submitted the (overdue) annual Oil grant report to CalRecycle (approximately 3 hours)
 10. Ordered bottles, make arrangements, and coordinated with Rick Lauchstedt and Mike Peoples of the County to collect samples to monitor for Constituents of Concern at the Crescent City Landfill in August. (4 hours)
 11. Coordinated with Rick Lauchstedt, the Alder Camp CDF crew, the Fire Safe Council, and Roto Rooter to complete vegetation maintenance at the Crescent City Landfill (3 hours, now completed)
 12. Prepared promotional ads (Del Norte Triplicate, KCRE, KPOD, KFUG, flyers) and made preparations for the annual Hazardous Waste Collection Event planned for October 3rd and 4th at the Del Norte County Transfer Station.
 13. Worked with Creative Information Systems regarding a custom report in the Scale Management System software related to how oil recycling payments are tracked and reported. (3 hours, not completed).

Personnel / Staffing: All Authority-managed facilities were open during posted hours and all shifts were covered. We are coordinating staffing schedules to continue completion of ICS-100 and ICS-700 training related to emergency preparedness and incident command procedures. I am coordinating with Refuse Site Attendant Charles Steel to repair the metal flaps and safety painting of bumper stops at the Klamath and Gasquet Transfer Stations. With the hiring of Ms. Reppond, the Authority will have one employee under training as Refuse Site Attendant, the Account Clerk temporarily acting as Administrative Assistant while the person in that position is on FMLA leave, the Program Manager temporarily also serving as Acting Director, and one part-time temporary employee still under training as an Account Clerk.

Finances and Audits: The need for and the complexity of budget transfers increases with the close of the fiscal year. Staff are also working on the additional accounts receivable and accounts payable reports due to the County Auditor's office in association with the close of the fiscal year. The unusual nature of the past fiscal year plus the staffing changes described above make this situation more challenging than most prior years.

In July, the Authority is also expected to submit reports related to post-employment benefits. These reports were somewhat behind schedule, though I am working with Treasurer Rich Taylor, who has completed and submitted most of these required reports.

I am working with Treasurer Rich Taylor and our Administrative Assistant to assemble the list of insufficient fund checks and past due commercial accounts that are unlikely to be collected so those amounts can be approved by the County Auditor to be written off the Authority's accounts in compliance with the procedures adopted in September 2013.

Vendor Contract Management and Oversight: Under item 4.1 of this agenda, there is a discussion of the Authority-directed bin pulls available under the Recology Del Norte agreement.

Compliance: During a previous break-in, a mechanical pump was stolen that had been used for pumping water for sampling from five landfill groundwater wells. Before the Constituent of Concern sampling can be completed, a replacement pumping mechanism must be procured. A replacement mechanical pump would likely be most expedient, but dedicated wells reduce sampling cost and complications. Staff intends on working with the County engineering department staff to replace this pump in the coming weeks.

Programs / Policies: The Electronic Annual Report to CalRecycle is the starting point for discussing the Five Year Review with the Del Norte Solid Waste Task Force (due by January 2015). Staff will do the best we can to not delay that process, though staff shortages are challenging at present.

Assembly Bill 270, a ban on plastic grocery bags, passed both the State Assembly and Senate, and is on the governor's desk awaiting signature. Staff will provide more details on this bill if it is signed.

Concerns: The number and intensity of tasks and report that are being deferred by staff are mounting. I will be on approved vacation for the remainder of September, so I do not anticipate much progress on 'to-do' list items before the next regular Authority meeting in November. Also, some items on this agenda do not have a complete staff report as there was not staff capacity and / or time available to do so.

Major Activities anticipated before Authority Meeting in November 2014:

I recognize that several of the items I have listed in this section have not been completed within the past few months. Still, such items remain on the 'To Do' list as time and staff capacity is available.

1. Personally conduct Inspections of certified oil recycling centers in Del Norte County, as required under CalRecycle's Oil Payment Program.
2. Closely monitor expenditures and budget in the last months of FY 13/14 and prepare budget transfers, accounts receivable and accounts payable reports as necessary.
3. Coordinate with the County Auditor regarding the list of 'Bad Checks' to be addressed before the end of FY 13/14.
4. Select and procure pump for wells W-1 W, W-2 Shallow, W-3S, SM-7 and W-10.
5. Coordinate the collection of samples for Constituents of Concern monitoring at

- the Crescent City Landfill in August.
6. Complete quarterly gas sampling and grading activities at the Crescent City Landfill.
 7. Draft letter to the North Coast Regional Water Quality Control Board regarding the investigation wells and how data collected relates to the Authority's appeal of the Threat/Complexity rating (and WDR Fees) pertaining to the landfill.

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MEMORANDUM

TO: Chair Gitlin and Commissioners; Acting Director Tedd Ward
FROM: Martha D. Rice, Legal Counsel
DATE: August 20, 2014
RE: R3 Final Report Options – Legal Analysis and Steps to Implementation

At its August 13, 2014 meeting, the Board of Commissioners directed legal counsel to prepare a report and legal analysis on the necessary steps to implement R3 options #2-4. Option #1 maintains the current staffing status quo and, therefore, does not require an analysis. For brevity's sake, the Del Norte Solid Waste Management Authority is referred to as the "Agency" in this memorandum. Also, located at the end of the analysis are an overview of the bargaining process and a selection of pertinent union MOU provisions.

➤ **Implementing Option #2 – Reduce Management and Administration Staffing Levels**

Option #2 consists of the following:

- A. *"The Executive Director and Program Manager positions [should] be combined into a single full time Solid Waste Manager position. That position would assume the current responsibilities of those two separate positions. Based on our review, we believe that such a consolidation of responsibilities could be effectively achieved, although prior to doing so the Authority should review the job responsibilities of both of those positions, eliminate or defer non-essential tasks and delegate certain other required tasks to administrative staff, the County and/or Recology and Hambro/WSG (Hambro) where that can be done effectively to the benefit of the Authority."*
- and
- B. *"Combine the Administrative Assistant and Account Clerk staff positions into a single new Management Analyst position staffed with a person with administrative, financial and accounting skills. Conduct a full review of all administrative and accounting systems and streamline those systems, as appropriate. Maintain the .5 FTE Refuse Site Position which has been cross trained and is working out of class to assist with accounting and administrative duties and provide staff, vacation and sick coverage."*

Option #2 - Part A

(A-1) Eliminate the Executive Director Position.

Currently, the executive director position is vacant and is not represented. This position may be eliminated by the board at its sole discretion. If, however, some or all of the duties of the executive director are to become permanent duties of the program manager or another represented employee, the Agency is obligated to “meet and confer” with the union representing the affected employees regarding this change in duties.

(A-2) Eliminate the Program Manager Position.

- Duty to Notify

The elimination of the program manager position will require that the Agency notify the employee to be laid off and the union at least 14 days prior to the effective date of the layoff. (MOU Section 8.1.)

- Duty to Bargain – Layoffs

If any of the duties assigned to the program manager are going to be assigned to a position outside the bargaining unit (if they are re-assigned to a new solid waste manager, then yes), then the Agency has a duty to bargain over the layoffs themselves with union representatives. (*Building Material & Construction Teamster’s Union v. Farrell* (1986) 41 Cal. 3d 651; *First Natl. Maintenance Corp. v. NLRB* (1981) 452 US 666.)

- Duty to Bargain – Effects Bargaining

In addition, the Agency must “meet and confer” with the union representative regarding the effects of the layoffs on other union members. The effects of layoffs include timing, number of layoffs, identity of employees laid off, work load impacts, etc., (Gov. Code Section 3505; *Fire Fighters Union v. Vallejo* (1974) 12 Cal. 3d 608.)

- The employee laid off will be afforded retreat rights and re-employment rights under the MOU (See Sections 10.5 and 10.6).

(A-3) Create a Solid Waste Manager Position.

The new solid waste manager position would be analogous to the executive director position in that this position would be the head of the Agency. This is a non-represented position and the Agency is under no obligation to notify or bargain with any union representatives, other than as mentioned above.

Option #2 - Part B

(B-1) Eliminate the administrative assistant position; and

(B-2) Eliminate the account clerk position

- Duty to Notify

The elimination of the administrative assistant and account clerk positions will require that the Agency notify the employees to be laid off and the union at least 14 days prior to the effective date of the layoff. (MOU Section 8.1.)

- Duty to Bargain – Effects Bargaining

In addition, the Agency must “meet and confer” with the union regarding the effects of the layoffs on other union members. The effects of layoffs include timing, number of layoffs, identity of employees laid off, work load impacts, etc., (Gov. Code Section 3505; *Fire Fighters Union v. Vallejo* (1974) 12 Cal. 3d 608.)

- Duty to Bargain – Layoffs.

If any of the duties assigned to the administrative assistant or the account clerk are going to be assigned to a position outside the bargaining unit (there is a distinct possibility that the management analyst will be outside the bargaining unit), then the Agency has a duty to bargain over the layoffs themselves with union representatives. (*Building Material & Construction Teamster’s Union v. Farrell* (1986) 41 Cal. 3d 651; *First Natl. Maintenance Corp. v. NLRB* (1981) 452 US 666.)

- The employees that are laid off are afforded retreat rights and re-employment rights under the MOU (See Sections 10.5 and 10.6).

(B-3) Create a Management Analyst Position

- Duty to Notify and Discuss – New Position

The creation of the new management analyst position requires that the Agency notify the union of the compensation proposed for the new position before the classification is posted on the agenda of the governing board. Upon written request of the union, the Agency must meet and discuss the subject. (MOU Section 8.1.)

At the end of this analysis is a summary of the applicable bargaining procedures.

➤ **Implementing Option #3 – Contract the Executive Director Position**

“Same as Option #2, however the new Solid Waste Manager position would be a contract employee. This is not necessarily a potential cost issue as much as a staffing policy issue.”

Implementing Option #3 would not require anything more nor allow anything less than the steps required to implement part A of Option #2. This is simply a different way of structuring the contract with the new executive director, or solid waste manager as the case may be.

➤ **Implementing Option #4 – Contract Scale House Staffing to the Private Sector**

“Contract the operation of the transfer station scale houses to the private sector provided this can be done effectively with a net economic benefit to the Authority. This option could be incorporated as a component of each of the above three options.”

(1) Layoff gate attendants

- **Duty to Bargain**

Laying off the gate attendants in order to contract their services to a private company is subject to mandatory bargaining. (*Building Material & Construction Teamsters’ Union v. Farrell* (1986) 41 Cal. 3d 651; *First Natl. Maintenance Corp. v. NLRB* (1981) 452 U.S. 666.) If gate attendants were laid off, the affected employees would have retreat rights and re-employment rights under the MOU (Sections 10.5 and 10.6). In addition, the union would be entitled to “effects bargaining” if so requested.

(2) Contract with Private Entity for Services

- **Legality of Outsourcing Non-Specialized Services**

The current status of the law regarding the ability of general law cities (the laws that the Agency follows) to outsource non-specialized services is such that any such move would surely be met with a legal challenge. The pertinent legal authorities are as follows:

- *Costa Mesa City Employees’ Assn v. City of Costa Mesa* (2012) 209 Cal. App. 4th 298: In its discussion of the merits of the case, the California Court of Appeal for the Fourth Appellate District, made several pertinent observations. “Courts will not hesitate to invalidate a service contract between a local agency and a private entity if the contract involves services that are not considered special.” After reviewing and explaining the applicable authorities (the Constitution, Government Code Section 37103, case law, and attorney general opinions), the Court was clearly agreeing with the position of the employee’s association that absent specific statutory authority, outsourcing non-special services is prohibited by Government Code Section 37103.
- AG Opinion (1993) 76 Ops. Cal. Atty. Gen. 86: “Without statutory authority a general law county may not contract with persons to provide the same level of services, but at less expense, than presently performed by its civil service employees.” This opinion evaluates statutes governing general law counties that are very similar to those governing general law cities.

Bargaining Process (“Meet and Confer”)

Step 1: Negotiation

The Meyers-Milias-Brown Act (Gov. Code Sect. 3500, et seq.) requires that the public agency “meet and confer in good faith regarding wages, hours and other terms as and condition so f employment with representatives of such recognized employee organizations . . . and shall consider such presentations as are made by the employee organization on behalf of its members prior to arriving at a determination of policy or course of action.”

To “meet and confer in good faith” means that the parties have the “mutual obligation [] to meet and confer promptly upon request by either party and continue for a reasonable period of time in order to exchange freely information, opinions, and proposals, and to endeavor to reach agreement on matters within the scope of representation prior to the adoption by the public agency of its final budget for the ensuing year. The process should include adequate time for the resolution of impasses. . . .” (Gov. Code Sect. 3505.)

- The obligation to bargain “in good faith” means that the parties must genuinely seek to reach agreement, but the MMBA does not require that an agreement actually result in every instance, and it recognizes that a public employer has the ultimate power to reject employee proposals on any particular issue. (*Claremont Police*, at p. 630.) *International Assn. of Fire Fighters, Local 188, AFL-CIO v. Public Employment Relations Bd.* (2011) 51 Cal. 4th 259, 271.

Step 2: Impasse & Fact-Finding

If the parties reach an impasse, either party may deliver to the other party notice of a declaration of impasse. The employee organization then has 30 days to request that the parties’ differences be submitted to a fact-finding panel. Within 5 days of the delivery of the notice, each party must select its representative to serve on the fact-finding panel. The Public Employment Relations Board will then select a chairperson within 5 days after the selection of panel members by the parties. (Gov. Code Sect. 3505.4.)

- PERB’s position is that an impasse over any negotiable subject (including effects bargaining) is subject to the “fact-finding” procedure. Two bills (AB 2126 and SB 979) are currently being considered, both would confirm PERB’s position. Two different superior court cases are on appeal regarding this issue.

Once convened, the fact-finding panel is to conduct an investigation and hold hearings. The fact-finding panel will issue findings of fact and recommend terms of settlement, which are advisory only. The public agency must make the findings public within 10 days of their receipt. The costs for the services will be divided equally between the parties. (Gov. Code Sect. 3505.5.)

Step 3: Final Offer

After fact-finding is concluded, or if fact-finding is not requested – 30 days after declaration of impasse, the agency may impose its last, final and best offer following a public hearing is held on the matter.

Pertinent Union MOU Provisions

8.1 Classification: When the DNSWMA classifies a new position, the DNSWMA will notify the union of the compensation proposed for the new position or reclassified position before such classification or reclassification may be posted on the agenda of the Governing Board and upon written request will meet and discuss the subject within ten (10) days of the notification to the union in writing by DNSWMA of the proposed classification.

10.1 Reason for Layoff: Whenever, in the judgment of the Governing Board, it becomes necessary to reduce staffing levels, positions may be abolished and employees may be laid off. The Personnel Officer must notify each employee who is to be laid off, and the Union, in writing not less than (14) calendar days prior to the effective date of layoff. During the fourteen (14) day notice period, up to ten (10) hours paid leave may be granted to each employee being laid off to be away from work for job search purposes.

10.5 Retreat Rights: An employee to be laid off from his/her position may elect to displace the least senior employee in their class. If there is no less senior employee, the employee may displace the least senior employee in a lower class which the employee to be laid off has served in a permanent status, if the employee to be laid off has more seniority than that employee in the lower class. An employee displaced by a more senior employee may likewise exercise retreat rights, in order of seniority. An employee displaced by a more senior employee exercising retreat rights has the same reemployment rights as an employee who is laid off. An employee who is to be laid off who chooses to exercise retreat rights must inform the Personnel Officer of that decision in writing within five (5) working days of receipt of notice of layoff. Employees who exercise retreat rights will not be required to serve a probationary period in the class they retreat to.

10.6 Reemployment Rights: Laid off employees, and employees displaced from their positions by more senior employees, and grant employees whose grants are cancelled or expire will be eligible for re-employment in the class held at the time of layoff for a period of eighteen (18) months from the effective date of layoff or displacement. Re-employment will be in the reverse order of layoff. Their employment will take precedence over hiring and transfers when a vacancy in the class of former placement comes available.

10.9 Wage, Hour and Working Condition Issues: DNSWMA and the Union agree that layoffs and displacement may trigger problems among remaining employees in such areas a distribution of work of laid off employees, preservation of bargaining unit work within the unit, classification levels of remaining employees, workload and work scheduling problems and similar issues. It is agreed that these issues will be addressed on a case-by-case basis, upon receipt by the DNSWMA of a request to meet and confer with the Union.

Del Norte Solid Waste Management Notes

WHERE TO FOCUS

- Need to determine what we want Authority to do before we look at options—need robust and abbreviated strategic planning session – report states this is needed
- Need to know what we are going to do before hire ED – report use as basis to move forward
- Issues with how Authority structures in regard to cost – need to look at expenses- more and more people not able to use services + less revenue coming in
- Look at how journey has progressed and look at R3 – mission not on agenda, but look at in future
- Figure out mission then goals – would use today to discuss R3 report. Limited time to do at past meetings. Staff prepared public report outlining positive points. Staff reduction not addressed. Not full picture of public record. Need Board to put out on table, Reference cost to run department historically
- Put goals on paper today
- Today was to discuss options not goals. Wish this was brought up a prior meeting
- Does Option 1 require discussion?
- Would like to focus on Option 3-4
- Long terms viability – need to look at during meetings – need to look at trends
- If figure out long-term vision, then if hire and ED, they would determine staffing needs
- Option 4 is not legally viable

COMMISSIONER CONCERNS

- Unable to determine day to day activities of ED
- Internal fiscal controls
- Increasing costs, while decrease in users/customers
- Lack of long-term planning—assessing trends
- Discussion needs to be more robust than 4 options – possibly hybrid options
- R3 report snapshot in time – different entity going forward
- Lay-offs most successful when for a lack of work or funds not sure why discussing Options 2 & 3
- Missing funds = \$29,000 – identify possible changes to avoid this situation
- We need to know future strategy before staffing. Need to know what you are staffing for
- DNSWMA staff concerned about missing \$ and has controls in place
- Missing funds happened in past – need to make sure controls in future – this is what staff would do
- Do environmental scan before engage in/as part of strategic planning
- Staff would like acknowledgement that they are concerned regarding missing funds and ensuring controls are in place
- Need to look at what Authority can do and what other contractors could cover, including State compliance, managing funds and managing the landfill
- We haven't gotten anywhere – meeting feels like déjà vu

PUBLIC COMMENT

- No fiscal analysis in R3 report for Options 2, 3 & 4
- CURRENT operation is more expensive than cost with full time ED
- Del Norte County moving backward in achieving 2020 goal for waste reduction
- SEIU in support of gate staff and office workers (current employee structure retained)
- Option 4 is not legal and don't try to implement part of it
- Work not being done due to absence of an ED
- Experiment with Option 2 has failed
- Strategic planning is worthwhile by costs \$
- Need to hire ED to deal with staffing – don't want to hear \$29,000 again, since Board has spent 4x that covering for not having ED
- Need to hire ED, reducing staff will be harmful – ED will ensure planning comes into fruition and ensure meet legal requirements, leadership and guidance needed
- Fill vacant ED position – need to do strategic planning – need to meet deadlines that are not getting met
- Not broken, does not need fixing
- Understaffed for over 1 year, current staff has kept it running – Tedd available 7 days as week, others working 14 days straight to keep running
- Fiscal management was not under control before Board starting to make fuss
- Need to determine if want to be utility or service organization
- Believe report says DNSWMA top heavy – not gate staff
- Retain existing staffing level
- Aim to reduce recycling – perception how it is headed with political agenda of some Board members
- What benefits do contractors have? Would want to know there details. How they compare with existing
- Currently operating under Option 2. We can see that we are behind on things and it is not working out well – out of compliance which may incur fines
- Current staffing was keeping in budget before 3 new Board members
- Re-hire ED
- Don't depend on business community to fund – need to use long-term management plan that can fund itself – this is a productive meeting
- Stuck past (Board and public) – need to all move forward together – Board members need to model
- Responsibility of \$ stolen is with Board – air here of anti-worker which is not conducive to good work getting done
- Would like most robust waste reduction program— need to decide what level of programs, and then what staffing is needed for those programs
- Need to set medium and long-term goals and set mission – report says this
- Option 2 not currently working – need to re-hire ED to be in compliance and work on long-term planning and define mission and goals
- Currently look at as puzzle, better to look at as building a house – need to start with a foundation

- Damaged a successful authority. Got rid of ED who was doing a good job toward moving Del Norte County forward in recycling/waste reduction. Need someone to replace this position
- ID task force to make this happen
- Mandatory ordinance to require every large waste producer to meet with the authority to address these issues
- Staff has been successful getting grant \$ and working with entrepreneurs
- We need a vision – realize it will be different from others
- Try to find someone as good as past ED with his big vision
- Try to get a dynamic task force who will help
- Should be an ordinance in place for people who create a lot of waste need to meet with Authority – task force and administration can work on this, but need to have them
- Wish meeting could be outside business hours
- Need strategic and business plan—get staff organized by Tedd to do this
- Once staff is organized, develop business plan, including strategic plan with vision and mission
- Comments are from citizens who are seriously concerned with waste management
- Lots of expertise in room—need format where conversations can occur—need vision before these can happen—right now have different visions
- Need to give people jobs with benefits
- Want Board to commit to having workshops around strategic planning and invite all community – have at different times
- Need to adequately staff and fund Authority
- Need to have someone in charge who isn't trying to do 2 jobs – hire a new person to make this happen
- Public record not correct right now-request copy of document council that was read today
- Would like information captured today to be shared with the public
- How are you going to do cost shifting and what will that be?
- Hope Board is open to what is being said and not go with predetermined agenda
- Request Commissioner Wilson share her work on mission statements, knows this will be important in the future as we move forward
- Community needs to determine what DNSWMA will be (full service, utility, etc)
- If you charge residential customers for recycling they will oppose. Only if it is mandatory which is a different issue
- Would like cost benefit analysis done – look at public and private models to see if there is another path we should follow
- Only 1 entity in county, other utility rates going up – need to find balance so all can afford
- Creating mission statement a good thing
- Public input can be challenging – task force would be good

COMMISSION COMMENTS

- Putting extra cost on business community is wrong – residents should share costs with recycling
- Public confusion around what Authority does – not sure if can completely privatize

- Would like summary of what Authority does for next public meeting
- Most grant \$ did not stay here locally – not sure if should dedicate staffing
- Confidence with cash controls in place with current staffing
- Budget was good because of increase in fees
- \$29,000 stolen, not missing – determined taken/embezzled on prior ED's watch, by sheriff's report
- Get mission statement – direction to go based on true duties of Authority (tie to summary of Authority duties)
- Mike will never....
- Continued support of JPA structure – positive impacts for many
- Cutting edge versus utility – need to determine what we want to do and what we can afford to do
- Want to see sense of fairness in how collect and dispose of trash
- Would like to have another workshop, with Mr. Supahan facilitating in September, to determine mission and goals
- If hire director, then deciding to go with Option 1 – think we need direction first
- Positive situation – people appreciate work of Authority JPA
- Concern about how long strategic planning may take (1-2 years) when in crisis may not be time to dot it – but do need mission and goals and staff (possible part-time ED) to shepherd through process
- Concerns regarding management, staffing structure, costs
- All working toward similar to goals and keeping costs reasonable
- R3 report is recommendations – recommends don't absolve JPA – Board all on board with this

From: William Schoen <wschoen@r3cgi.com>
Date: August 20, 2014 at 5:18:26 PM PDT

Subject: Comments on Staff Report

Dear Commissioners

We understand that you will be holding a Special Meeting this Thursday and we have had a chance to briefly review the associated Staff Report. Based on that review we wish to comment on/clarify two points.

1. The first paragraph of the Staff Report states that “Despite clearly indicating that appropriate staffing levels cannot be definitively determined based on their analysis, the R3 report suggest that administrative staffing positions could potentially be combined in such actions were supported by a strategic plan. These two statements are in conflict, and implicitly anticipate the results of the strategic planning process the Authority has not yet completed.”

The Options presented in our report were based on our assessment of the Authority’s current staffing and roles and responsibilities, as discussed below. The specifics of the Options ***are not*** dependent on the Authority completing a Strategic Planning Process . The Strategic Planning Process, as suggested, is simply intended to determine/clarify/document what the role of the Authority is to be going forward so that it can determine what is the most appropriate option. As an example, as stated under Option #2 – If the Authority’s overall goal (as determined through a strategic planning process) is to maintain regulatory compliance and existing programs and services (e.g., generally maintain the status quo), but otherwise focus on opportunities for cost savings, than the staffing levels as suggested for that option would apply.

2. Paragraph #2 – “R3 based their main argument for the elimination of Authority staffing positions on comparisons to other agencies which, to the extent of our knowledge, appear to have very different responsibilities.

We based our assessment of staffing levels and our proposed Options ***ENTIRELY*** on our review of current staffing levels and the specific roles and responsibilities of the DNSWMA as they were reported to us by staff and relevant documentation provided by staff. In no way were the Options or our “argument for the elimination of staffing positions” based on comparisons to other agencies. Those comparisons were provided for informational purposes only.

Thank you

William Schoen
Principal
R3 Consulting Group
1512 Eureka Road, Suite 220
Roseville, CA 95661

To the Solid Waste Authority

Sorry I can't be at this workshop today, but it always seems to be in the middle of a work day.

I can't figure out why we need another workshop. It seems to me you all have talked and talked and talked this thing to death! I thought the whole idea, when you chose to spend the money on that professional consulting group, was that they would advise you what to do. Why don't you listen to them? They specifically said you need to cut back on staff. There's simply too many employees for the amount of work that needs to be done.

It also seems like the Friends of Del Norte are having too much influence on this whole thing, and it is causing a stalemate.

Anyway, good luck with this workshop and I hope things can finally get resolved.

*Janae Monroe
111 Sherwood Lane
Crescent City, CA*

Letter to the Editor

In case anyone is still wondering where the jobs are here in Del Norte, I'm following up my last letter to the editor by bringing your attention to just one more additional cost paid by local businesses. (Remember, escalating costs to a company means inability to use that money to hire additional staff.)

Needless to say, I was shocked last month when I received my bill from Recology, increasing my cardboard dumpster rate from \$21 a month to \$243 a month! Can you imagine paying almost \$3,000 a year to pick up and recycle your cardboard?

Not only was there an increase to the recycling pick up fees, but the surprises kept coming. When my August bill showed up, my regular trash pick up and disposal rates for my business increased from \$400 to \$660 a month. Which meant the new total rate was now \$912 a month, compared to the former contract rate of \$421 for the exact same service!

Interestingly, since 2003 the rates have progressively increased. In comparison, it is hard to imagine that over the last eight years annual pick up and disposal rates could skyrocket from \$252 a year to \$2,900 a year for a recycle bin, and from \$3,330 to \$7,950 for trash. All in all, what once cost \$3,500 in 2003, now costs \$10,900! I hate to imagine what the rates will be in another 8 years.

Who do we thank for this? Who negotiated this deal with the Green Mafia? I'd like to know.

Mary Wilson
Ocean World

*Mary Wilson
August 2012*

Attention - The Solid Waste Authority

I am the manager of Maple Cove Apartments in Crescent City.

This letter is being sent so that I can speak up about the Solid Waste Authority and what I feel is an unfair burden on all the businesses in our community.

Why is it that when governing agencies run out of money, they always want to raise OUR rates? Before this new transfer station, it was only \$60 a ton for garbage. Now it's over \$150 a ton! And to boot, the rates for businesses far surpass the rates for residents.

Why can't this agency tighten its belt? Why don't you give us businesses a break? Who says these guys are doing a good job? The guys who aren't paying...the ones who are making us businesses pay instead of them, that's who.

Tom Rube

8-20-14

During our last Solid Waste Authority meeting on August 13, 2014, the school board chairman, Don MacArthur, made a statement that the school district is "saving" \$8000.00 a month on trash disposal.

At the conclusion of his statement, I asked him if this was a savings on the rates since the new contract went in place. This he confirmed.

What should have been made clear is that the school board disposal rates had been increased \$87,000 annually for their standard services. And what had to be done to maintain the same monthly rate was to cut their services dramatically. So, yes, the school district "saved" \$8,000 a month by not paying the new rates by reducing their services.

Attached is a spreadsheet from Rodney Jahn, the financial authority for the school district, which outlines the 60% increase that the district was facing for disposal, had they maintained their same services.

Mary Wilson

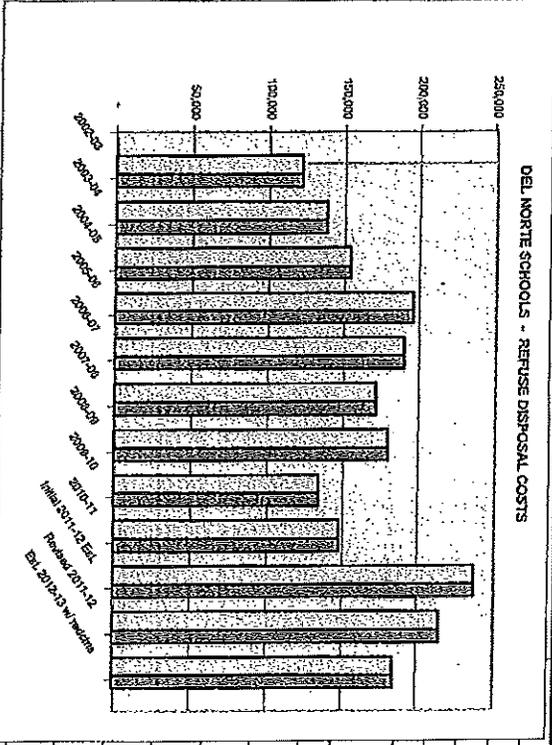
DEL NORTE COUNTY SCHOOLS - REFUSE DISPOSAL COSTS COMPARED - JUNE 2011 VS SEPT 2011

10/11				JUNE '11				11/12				Sept '11							
SITE	DAYS	WHAT	ROLL	BIN COSTS	SITE	DAYS	WHAT	ROLL	Recycle	BIN	BIN COSTS	SITE	DAYS	WHAT	ROLL	Recycle	BIN	BIN COSTS	
2 TREES	TH	1-1YD		99.98	2 TREES	TH	1-1YD				127.68	2 TREES	TH	1-1YD					
BM	W-F	1-6YD		820.86	BM	W-F	1-6YD			W-3YD	1,396.54	BM	W-F	1-6YD					
CE ADDIT	W-F	1-3YD	25%	550.00	CE ADDIT	W-F	1-3YD	25%	25%		828.96	CE ADDIT	W-F	1-3YD	25%	25%			
CE	W-F	2-4YD	25%	1,405.05	CE	W-F	2-4YD	25%	25%	W-4YD	2,379.32	CE	W-F	2-4YD	25%	25%			
CIC	TH	1-3YD		425.22	CIC	TH	1-3YD			TH-4YD	574.95	CIC	TH	1-3YD					
CR	TH	1-3YD		392.38	CR	TH	1-3YD			TH-3YD	526.03	CR	TH	1-3YD					
DNHS	M-W-TH-F	2-6YD		2,923.75	DNHS	M-W-TH-F	2-6YD			M-6YD	5,160.85	DNHS	M-W-TH-F	2-6YD					
ERC	TH	1-3YD		261.91	ERC	TH	1-3YD				331.59	ERC	TH	1-3YD					
JH	M-W-F	1-6YD		1,145.85	JH	M-W-F	1-6YD			M-3YD	1,997.59	JH	M-W-F	1-6YD					
MAEC	F	1-3YD		261.91	MAEC	F	1-3YD			F-3YD	526.03	MAEC	F	1-3YD					
MK	TH	1-6YD		477.93	MK	TH	1-6YD				601.05	MK	TH	1-6YD					
MP	M-TH	1-4YD		553.06	MP	M-TH	1-4YD				830.04	MP	M-TH	1-4YD					
MTN	F	1-3YD	25%	327.38	MTN	W	1-3YD	25%	25%		414.49	MTN	W	1-3YD					
PG	M-TH	1-6YD		820.86	PG	M-TH	1-6YD			M-4YD	1,445.46	PG	M-TH	1-6YD					
RW	W	2-4YD		658.40	RW	M	2-4YD			M-3YD	1,024.48	RW	W	2-4YD					
SR	T-F	2-3YD		1,010.96	SR	T-F	2-3YD			T-3YD	1,520.80	SR	T-F	2-3YD					
SS	M	1-3YD		261.91	SS	M	1-3YD				331.59	SS	M	1-3YD					
TAH-HA	TH	1-1.5YD		144.30	TAH-HA	TH	1-1.5YD				183.86	TAH-HA	TH	1-1.5YD					
TRNSP	M-TH	1-4YD		553.06	TRNSP	M-TH	1-4YD				830.04	TRNSP	M-TH	1-4YD					
WRHS	TH	1-1.5YD		144.30	WRHS	TH	1-1.5YD				183.86	WRHS	TH	1-1.5YD					
				13,239.07							21,215.21								
				Difference & Percent Increase	7,976.14				60.25%										
				Estimated Annual Cost Increase w/o Changes	\$ 87,738														

From: Rodney Jehn
November 2011

**DEL NORTE COUNTY SCHOOLS
REFUSE DISPOSAL EXPENDITURE RECAP
FOR THE PERIOD 2002-03 THROUGH 2012-13**

Actual Expenditures	Annual Costs	Incr/(Deacr) over Pr. Yr.
2002-03 Actual	\$ 121,696	
2003-04 Actual	138,366	16,670
2004-05 Actual	154,000	15,634
2005-06 Actual	196,080	42,080
2006-07 Actual	190,178	(5,902)
2007-08 Actual	171,982	(18,196)
2008-09 Actual	179,836	7,854
2009-10 Actual	134,232	(45,604)
2010-11 Actual	147,799	13,567
Estimated Expend.		
2011-12 Estimated	237,568	89,769
2011-12 Estimated	215,094	(22,474)
2012-13 Estimated	184,348	(30,746)



Reductions in cost made by joint audit by District & DN
 Disposal of actual needs and eliminating out of truck
 surcharges from most schools

Est. based on 7/1/11 rate increases & existing bin sizes &
 pickup frequency

Est. based on reduced bin sizes, amt. of trash convertible
 to recycling bins, & schools' recycling incentive discount
 for about 1/2 of the year.

Est. based on reduced bin sizes, amt. of trash convertible
 to recycling bins, & schools' recycling incentive discount
 for the full year.

Del Norte Unified School District Trash and Recycle Service 12-1-11

Cust #	School	House #	Street	City	Zip	Route	Service	Units	X/Wk	Days	Rate
1066	BESS MAXWELL	1124	EL DORADO ST	CC	95531	099	C6YD	1	2	-W-F--	\$ 1,202.10
1066	BESS MAXWELL	1124	EL DORADO ST	CC	95531	099	C4YR	1	1	-W----	\$ 243.36
\$ 1,445.46											
1067	DEL NORTE HIGH	1301	EL DORADO ST	CC	95531	099	C6YD	2	4	M-WTF--	\$ 4,808.40
1067	DEL NORTE HIGH	1301	EL DORADO ST	CC	95531	099	C6YR	1	1	M-----	\$ 352.45
\$ 5,160.85											
1069	TRANSPORTATION YARD	301	WASHINGTON BLVD	CC	95531	099	CAYD	1	2	M-T---	\$ 830.04
1070	GASQUET MOUNTAIN	95	AZALEA LN	GA	95543	099	C3YD	1	1	-W----	\$ 331.59
1070	GASQUET MOUNTAIN	95	AZALEA LN	GA	95543	099	COFFC	1	1	-W----	\$ 82.90
\$ 414.49											
1071	MARGARET KEATING	0	MYNOT CREEK RD	KL	95548	099	C6YD	1	1	-T-----	\$ 601.05
1072	PINE GROVE	900	PINE GROVE RD	CC	95531	099	C6YD	1	2	M-T---	\$ 1,202.10
1072	PINE GROVE	900	PINE GROVE RD	CC	95531	099	C4YR	1	1	M-----	\$ 243.36
\$ 1,445.46											
1073	REDWOOD ELEMENTARY	6900	LAKE EARL DR	FD	95538	099	CAYD	2	1	M-----	\$ 830.04
1073	REDWOOD ELEMENTARY	6900	LAKE EARL DR	FD	95538	099	C3YR	1	1	M-----	\$ 194.44
\$ 1,024.48											
1074	SMITH RIVER	564	FIRST ST	SR	95567	099	C6YD	1	2	-T-F--	\$ 1,202.10
1074	SMITH RIVER	564	FIRST ST	SR	95567	099	C3YR	1	1	-T-----	\$ 194.44
\$ 1,396.54											
1075	SUNSET HIGH	2500	ELK VALLEY CROSSROAD	CC	95531	099	C3YD	1	1	M-----	\$ 331.59
1076	CRESCENT ELK ADDITION	994	G ST	CC	95531	099	C3YD	1	2	-W-F--	\$ 663.17
1076	CRESCENT ELK ADDITION	994	G ST	CC	95531	099	COFFC	1	2	-W-F--	\$ 165.79
\$ 828.96											
1077	CRESCENT ELK	994	G ST	CC	95531	099	CAYD	2	2	-W-F--	\$ 1,660.08
1077	CRESCENT ELK	994	G ST	CC	95531	099	C4YR	1	1	-W----	\$ 243.36
\$ 1,903.44											

Del Norte Unified School District Trash and Recycle Service 12-1-11

Cust #	School	House #	Street	City	Zip	Route	Service	Units	X/WK	Days	Rate
1078	JOE HAMILTON	1050	E ST	CC	95531	099	C6YD	1	3	M-W-F--	\$ 1,803.15
1078	JOE HAMILTON	1050	E ST	CC	95531	099	SPL	3	1	M-----	\$ -
1078	JOE HAMILTON	1050	E ST	CC	95531	099	C6YR	1	1	M-----	\$ 352.45
											\$ 2,155.60
1724	WAREHOUSE	301	WASHINGTON BLVD	CC	95531	099	C1YD	1	1	--T---	\$ 127.68
1724	WAREHOUSE	301	WASHINGTON BLVD	CC	95531	099	SPL	1	1	--T---	\$ -
											\$ 127.68
1946	C I C DISTRICT OFFICE	301	WASHINGTON BLVD	CC	95531	099	C3YD	1	1	--T---	\$ 331.59
1946	C I C DISTRICT OFFICE	301	WASHINGTON BLVD	CC	95531	099	C4YR	1	1	--T---	\$ 243.36
											\$ 574.95
55293	MARY PEACOCK	1720	ARLINGTON DR	CC	95531	099	C4YD	1	2	M--T---	\$ 830.04
118372	CASTLE ROCK EXTENSION	1260	GLENN ST	CC	95531	099	C3YD	1	1	--T---	\$ 331.59
118372	CASTLE ROCK EXTENSION	1260	GLENN ST	CC	95531	099	C3YR	1	1	--T---	\$ 194.44
											\$ 526.03
164442	ED RESOURCE CTR	400	HARDING AVE	CC	95531	099	C3YD	1	1	--T---	\$ 331.59
166256	TWO TREES	544	HARDING AVE	CC	95531	099	C1YD	1	1	--T---	\$ 127.68
167551	(MC CARTHY CENTER) MAEC	620	WILLIAMS DR	CC	95531	099	C2YD	1	1	--F--	\$ 229.00
167551	(MC CARTHY CENTER) MAEC	620	WILLIAMS DR	CC	95531	099	C3YR	1	1	--F--	\$ 194.44
											\$ 423.44
220673	TAH-HA-DUN MAGNET	1244	GLENN ST	CC	95531	099	C15YD	1	1	--T---	\$ 183.86
											\$ 20,663.23

Total all schools

\$ 20,663.23

Rates LEA, 7/1/11

Home	General	Recycling	Brush	Trash	Beyond the Cart	Commercial	Haz. Waste	Universal Waste	Rates	Holiday Schedule
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Commercial Rate Information

Monthly Rates for Weekly Commercial Collections

Container Size / Service Level	Trash & Recycling	Brush Only	Recycling Only
32 Gallon Commercial Cart*	\$36.69	\$10.48	\$21.66
64 Gallon Commercial Cart*	\$73.38	\$21.24	\$43.32
96 Gallon Commercial Cart*	\$128.42	\$36.92	\$75.82
1 cubic yard bin	\$127.68	\$93.06	\$74.87
1.5 cubic yard bin	\$183.86	\$132.49	\$107.81
2 cubic yard bin	\$229.00	\$161.69	\$134.28
3 cubic yard bin	\$331.59	\$231.51	\$194.44
4 cubic yard bin	\$415.02	\$278.97	\$243.36
6 cubic yard bin	\$601.05	\$405.49	\$352.45
10 cubic yard bin	\$2,030.43	\$1,138.09	\$1,190.61
20 cubic yard bin	\$2,702.33	\$1,710.87	\$1,547.79
30 cubic yard bin	\$3,377.11	\$2,138.09	\$1,934.28
40 cubic yard bin	\$4,051.88	\$2,565.29	\$2,320.76

Trash Only

* Trash service in these sizes includes a recycling cart at no additional charge.

Other Collection Services, per collection

Commercial Compactors \$64.05 - per cubic yard per collection

Municipal Collection and Transport Services

Treatment Plant Sludge, Screenings, Skimmings and Grit \$150.00 per ton, including transport and disposal

Collection, hauling & unloading bins as directed \$174.12 per haul

Max Allowed Weights by Container Volume

Pre-paid Trash Bags	40 pounds
20 Gallon Cart	40 pounds
32 Gallon Cart	60 pounds
64 Gallon Cart	120 pounds
96 Gallon Cart	160 pounds
10 Cubic Yards	3.0 tons
20 Cubic Yards	4.25 tons
30 Cubic Yards	5.50 tons
40 Cubic Yards	6.25 tons

Bags, Carts, and Bins placed for collection with more than the allowed weight may not be collected. If Recology Del Norte collects an overweight container, they may charge for the amount over the allowed weight for that size container, at the approved rates charged at the Del Norte County Transfer Station.

Additional Services
 Pay Bill
 Temporary Cart and Bin Service
 Hard to Recycle Items
 Press Room
 Contact Us

CHC and Recology Partners for DNCUSD Recycle EDU Program rollout status tracking

*Case Model

Lorite 464-4151

School / Site	Priority	CHC Site Coordinator	Recology Recycle Coordinator	Status To be done	Tubs in the closet	Reuse Paper Box	Milk Carton	Redeemable Bin
Bess Maxwell	High	Angela Goughner	Lorie Poole		x			
Castle Rock Extension	Low		Lorie Poole		x			
Crescent Elk Addition	High	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit	x			
Crescent Elk School	High	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit				
Del Norte High School	High	Angela Goughner	Lorie Poole					
Distance / Transport Yard / Warehouse	High	Lorie Poole	Lorie Poole					
Ed Resource Center	Low		Lorie Poole					
Gasquet Mountain School	Low		Lorie Poole					
Joe Hamilton School	High	Lorie Poole	Lorie Poole		x		x	x
Margaret Keating School	Low		Lorie Poole					
Mary Peacock School	Low	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit	some			
McCarthy Center (MAEC)	Low		Lorie Poole					
Pine Grove School	Low		Lorie Poole					
Redwood Elem School	Low		Lorie Poole					
Smith River School	Mod	Lorie Poole	Lorie Poole		x		x	
Sunset High School	High	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit				
Tah-ha-dun School	Low		Lorie Poole					
Two Trees School	Low		Lorie Poole					
City Central / S Dept	High	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit				
H.S. Food Service	High	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit				
College of the Redwoods	Mod	Jessica Mercado	Lorie Poole	Conduct Waste Stream Audit				

August 18,2014

Del Norte Solid Waste Management Authority Board of Commissioners:

After reading several years of meeting minutes, articles, letters, Coastal Voice pieces in the local newspaper and the various versions of R3's analysis of DNSWMA in the last few days, it is clear to me at least, that there are steps that should be taken to correct a number of issues within the Authority that circumstances have made the Commissioners hesitant to act.

Perhaps to clarify things a bit, it should be noted that in spite of all the strident calls from a relatively small group within the community at recent board meetings and in the newspaper, most people who utilize garbage collection services DO NOT KNOW what it is that the DNSWMA actually does, or what exactly would change if it was reduced in scope or disbanded.

It is most unfortunate that we have in this community a small group of ideologic hardliners whose goal initially was relatively benevolent; however, as years have passed they have taken on a much more rigid approach to their activities. We now have more of Del Norte's version of the thought police from this group and correspondingly a desire to control at any cost by any means without any other ideas to be tolerated their vision of the future for all of Del Norte County. The members of this group have hijacked the Authorities' management staff and are actively working against any possible changes to its current form.

Their vision, not that of MOST of the rest of this county, is to protect the environment by any means necessary. The DNSWMA has been chosen by this group as one vehicle to promote this activity with the assistance of the former and now current director of the Authority. Because of policies put in to use over the past decade or more by this alliance, the current board will find it difficult to make any substantial changes to the size and scope of this agency unless it reasserts control over the current staff or terminates their employment.

Because Del Norte County is a relatively poor and rural county, our representatives must recognize that many of the "bells and whistles" affordable in other parts of California cannot be utilized here in any extreme form. Extensive recycling programs are a luxury and should be avoided. The DNSWMA's staff should be limited only to those programs mandated by State law and eliminate those programs that can be pursued by other means.

The fact that curbside recycling has been offered as a free service to Residential customers should be re-examined and at the very least the burden of its ACTUAL expense should be distributed to those that wish to continue with that service. Otherwise, recycling should entail driving your recyclables to a few pick up locations to be sorted into individual groups by the patron. This part would not require payment for service.

It has always puzzled me why commercial collection of solid waste has been offered by the Authority at a substantially higher rate than the residential user. For some reason, to me at least, solid waste is solid waste no matter the source. It might be informative if local residents were to realize that the cost of solid waste collection by commercial users were ultimately paid for by each individual who purchases goods or services from those businesses. So in effect by adopting such a rate structure the Authority has effectively disguised the true cost of solid waste collection for the county's residents. This is another issue that can be addressed by a more equitable rate structure?

Another issue that should be addressed as quickly as possible is the current administrative and managerial staff levels. It is very clear from the assessment of the DNSWMA by R3 that the administrative staff, if they were to limit their work load to what is essential and refrain from expanding into programs encouraged by Friends of Del Norte, could be reduced by two and one half employees. Should Mr. Ward continue to complain about being unable to keep up with his workload he should be invited to resign and perhaps the commissioners can locate a replacement who can take direction from the board and maintain the director's workload in a timely manner.

I have for many years now sat in board meetings, read articles in the Newspaper and elsewhere, and spoken with a large number of people in the community who are tired of the antics of the current group that plagues your meetings. The near constant barrage of propaganda and innuendo spewed out in public meetings, letter writing campaigns, and more and more frequently law suits to shape opinion over relatively common sense improvements to the quality of life for Del Norte County residents must include some sort of sanity in the equation.

I fervently hope that it might rise to the surface at this board's direction. I do not expect any major changes, just an expectation that should the board not take some sort of reining in of the administrative staff of the DNSWMA we will pay a steep price in the very near future.

I realize much of the effort to encourage recycling by the Authority is designed to reduce solid waste produced by the residents of the county and ensure it's proper disposal. In this quest, the commissioners have the responsibility to recognize that there is an economic limit as well as the human limit to cooperate in order to reach a reasonable level of success. The residents of this county, many who remain clueless, have already experienced the excesses and need to control by Friends of Del Norte and the experience has been painful in many ways. It is my hope that I will witness responsible decisions with the community at large as the beneficiaries.

Thank you,

Samuel Strait

As the owner of The Apple Peddler restaurant, my garbage and recycling rates went from \$900 to \$1900 a month when the new contract went in place in 2011. It took me about three months before I could make arrangements to cut back on my services to try and reduce my rates.

My neighbor, Mary Wilson, and myself were very upset about the penalties put on our small businesses. My neighbor, the Bayview Inn, and Mary, are now both hauling their own garbage. It is a shame that these companies have to go to the bother of self-hauling. It is a shame that Recology lost customers due to the exorbitant rates imposed on our city's businesses. It doesn't make good financial sense.

*Carl Wheeler
White City, OR*

04/09/2014 10:45

5308421058

APPLE PEDDLER LLC

PAGE 01

040914
10:43

APPLE PEDDLER RESTAURANT LLC
History Ledger
07-01-11 - 01-31-12

040914
Page 1

Entry	Date	Invoice Date	PO Number	Description	Due	Stat	Terms	Amount
(5DNDIS)		RECOLOGY DEL	NORTE	(707)464-4181				
Hist	07-31-11	07-31-11		CRES JULY CHGS			A	
		08-05-11	166506	7762.05	-953			1908.78
Hist	08-31-11	08/31/11		CRES AUG CHGS			A	
		09-08-11	166979	7762.05	-922			1908.78
Hist	09-30-11	09-30-11		CRES SEPT CHGS			A	
		10-14-11	167417	7762.05	-892			1913.78
Hist	10-31-11	10-31-11		CRES OCT CHGS			A	
		11-03-11	167801	7762.05	-861			1468.68
Hist	11-30-11	11-30-11		CRES NOV CHGS			A	
		12-06-11	168195	7762.05	-831			1024.48
Hist	12-31-11	12-15-11		CRES DEC CHGS			A	
		01-17-12	168679	7762.05	-800			1024.48
Hist	01-31-12	01/31/12		CRES JAN CHGS			A	
				7762.05	-769			1024.48
History Total								\$10273.46
Total Debits								0.00
Total Credits								0.00
Total Of Ledger								\$0.00

=====

August 19, 2014

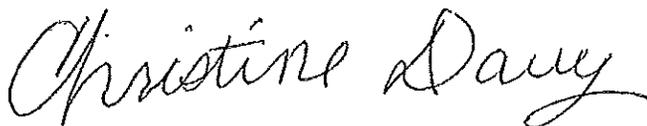
To: The Solid Waste Authority

As the manager of The Lighthouse Inn of Crescent City, I would like to respond to the many comments I have seen in The Triplicate regarding the Solid Waste Authority and the idea that they are running things "just fine".

The rate increase imposed upon my business for trash disposal and recycling back in 2012 was excessive. Due to this extraordinary increase, I discontinued services and elected to self-haul my trash. Furthermore, it is my understanding that the rate increase was needed strictly in order to cover the overhead costs and expenses of the Solid Waste Authority.

I have no problem with Recology or Hambros. They both do fine jobs in their operations. In fact, they could probably run the whole thing, like other communities do. And our rates would be lower without all this government overhead! If the Solid Waste Authority were dissolved, services from Recology and Hambros would not be affected. They would still perform the same services as always. The question I have is, what exactly do we need the Solid Waste Authority staff for?

Sincerely,

A handwritten signature in cursive script that reads "Christine Davy". The signature is written in black ink and is positioned below the typed name "Christine Davy".

13 August 2014

To the

Del Norte SWA Board

It is with distress that I see the agenda items for today's meeting. Item 5 includes expenditure of money and board member's time to pursue what should be a non-issue: reducing the function and effectiveness of our SWA.

It is clear from the Director's Report attachments to the agenda that the current administrative tasks assigned to the manager/ acting director are falling behind, both in meeting mandated reporting and in carrying out the objectives of the DNSWMA. You are so fortunate that Mr. Ward is accepting an unacceptable workload in carrying out both jobs, but you are currently failing to maintain the authority, with responsibility falling on the city and county if state regulations are not met.

The solution is easy, spend the money, hire a competent director (or manager depending which role Mr. Ward takes). A new director will bring more money to the SWA in the form of grants to promote recycling and recovery.

Taking out the trash is expensive. Hauling it to Medford is expensive. If we have less of it, we will have a more fundamentally efficient function of the SWA. Having less waste through diversion and recycling is a no brainer. Grants are available to promote this. An increase in recycling and diversion is truly the logical direction for the future of the county, the state and society (though you now have on record a stated opposition to social change).

Please try and remember during this and following meetings, that the Authority was created a public service entity, and your responsibility as the board is to guide the Authority to provide excellent public service. There is no inherent benefit to having a private entity provide such service, rather I see that as a liability to us, the customers. Please don't keep dragging us backward into more dysfunction and expense. Get the personnel hired, get out of the way, and let them get the job done. Thank you


Craig S Strong

August 21, 201
DNSWA Board Special Meeting
Comments by Elizabeth Henry

The R3 Report has a major flaw – no financial analysis of Options 2, 3 & 4. Option 2 claims an excess of \$100,000 will be saved by combining the Director and Program Manager positions while maintaining the status quo. Instead, the Authority has operated under Option 2 during FY 2013-14 and ended with a deficit. In contrast, FY 2012-13, the last year under the leadership of the former Director, closed in the black by over \$100,000. I would say the experiment with Option 2 has failed.

Without a Director, the Board has exceeded the budgeted amounts for Professional Services, Legal Counsel and Treasurer by a combined amount of over \$75,000 in order to accomplish what a Director would have done. For example, \$4,500 was budgeted for the Treasurer Rich Taylor but \$17,400 was spent for extra hours. In addition, \$35,000 was spent on severance pay. It cost the Authority around \$115,000 to operate without a director during 2013-14 while creating working conditions in which tasks had to be left undone because of the staffing shortage. So much for the status quo!

While strategic planning is a worthwhile effort, it cannot be done successfully under crisis conditions. Organizational stability has to be restored to the Authority first. The Board must hire a Director before any realistic short- or long-range plan can be attempted.

Ralph Johansen
Attorney at Law (inactive)
130 Lakeside Loop
Crescent City, CA 95531
707-465-3570
August 13, 2014

Del Norte County Solid Waste Authority Board of Commissioners
Attn: Roger Gitlin, Chair
1700 State Street
Crescent City, CA 95531

I write to address today's agenda item 5.3, which would ask staff counsel for an opinion as to what a board can legally do "to merge positions, partially privatize or otherwise restructure authority staffing" (Chair Gitlin as quoted in Tuesday's Triplicate).

Doesn't the chair have it backward? Rather than expend more ratepayer funds on a legal opinion, why wouldn't it make more sense to first analyze what tasks are necessary to the proper functioning of the Authority, particularly those measures set out in state and federal legislation? The State of California is moving increasingly toward mandating (with sanctions for non-performance) recycling of the waste stream and approaches to zero waste management. Until those tasks are analyzed by the Board, and the staff time necessary to perform them has been determined, isn't it pointless to ask for a legal opinion?

If increased staff levels are determined to be necessary to carry out the workload, why is there any need for a costly legal opinion? Staff counsel Rice has already assessed for the Board the likely import of the recent opinion in Costa Mesa City Employees Association vs. City of Costa Mesa.

The Board majority has assumed in their exchanges at previous meetings that reduction of the recycling functions would reduce required staff time. Isn't that an untenable position, not only in terms of functions already existing and those soon likely to be required of the Authority, in addition to the obvious cost benefits to ratepayers of recycling?

Agenda item 5.3 also refers to steps to implement R3's Final Report options 1 through 4, and accompanying recommendations. How can any credence be placed on a list of options and recommendations for staff changes which do not include any analysis whatsoever of necessary tasks and required staff time?

Roger Gitlin is also quoted in the Triplicate as saying that it is incredibly shocking to him that no one seems to be paying much attention to the missing "\$29,000." I don't feel that any ratepayer would be indifferent in the least to missing funds, over a period extending back from 2004 to a 2012 audit, and therefore missing from a revenue stream, at \$3,000,000 a year of over \$20,000,000. What has most accounted for silence on this matter has been that there has been an ongoing investigation by the sheriff's office, that the loss has been variously reported as \$25,000 and \$29,000, and by Sheriff Wilson as \$9,000, but without ever determining in sufficient detail for comment on how the loss occurred. We still don't know much of anything, because nothing has been formally alleged or proven. And under our system of justice, innocence is presumed until someone is found guilty. Furthermore, never publicly acknowledged by the Board majority has been the subsequent virtually fool-proof system set in place by staff and CPA Taylor to ensure that there is no repetition of loss of funds. These measures include an improved system for writing off bad debts, a transition to an accrual accounting system, and to date four surprise audits, which have found authority cash accounted for to the penny.

With many tasks remaining uncompleted, with more than a year having elapsed without a director, and with program manager Ward having to assume the entire executive workload, isn't it time to appoint a director without further delay, a year of delay caused by ideology-driven issues concerning "privatization" of the Authority and staff positions, and then get on with the program?

Respectfully submitted,



Ralph Johansen

July 21, 2014

When we moved to Crescent City 16 years ago, there was garbage pickup, but no wheeled carts, no recycling or yard trimmings pickup, as there had been where I grew up. I took my recycling to the nearest recycling bin, near Front Street Park, and packed up yard trimmings in lidded cans and fitted as much as I could in the trunk, back and passenger seat spaces of my car, and carted them off .

I attended the opening ceremony of the Transfer Station and was very happy when recycling and yard trimmings carts and pickup became available. I appreciate having been able to attend several composting workshops put on by the Solid Waste Program Manager, and have been altogether satisfied with the Solid Waste Authority's management.

I am not happy with the current situation, which frankly does not make sense—the director removed over the loss of \$30,000, a small part of the total budget; two staff positions being filled by one person; another \$33,000 spent on a useless study, more \$s being wasted by the Board and more staff cuts being contemplated. Everything was fine, and in my opinion, the Board broke something that did not need fixing. I especially like the emphasis on recycling and the cost structure to encourage it, implemented by the authority—forward looking policies. I sincerely hope the current madness of the Board will come to an end!

Sincerely,


Donna Thompson

320 Napa Street
Crescent City

Comments for special session

August 21 2014

The R3 report lists staffing options but does not study or recommend ANY particular option. In fact the consultants make ONLY ONE RECOMMENDATION which is that the Agency should not be dissolved. R3 also says that the staff are doing a good job.

The Board should fill the vacant director position and get on with the public business. Strategic planning will not work without stable and full staffing. A planning process does not analyze staffing options. Only staff who understand the workload can help do that.

If we start a strategic planning process now without a director, the Board will still be talking about staffing options a year from now. There is already a list of deadlines missed and things that are not getting done. What kind of disaster will we have a year from now?

I am sorry for all the staff. Every single staff person must feel like their jobs might be eliminated next month – and this has been going on for more than two years.

Let's get on with the public business before we completely wreck one of the few things that actually work well in our county. If it ain't broke, PLEASE don't fix it.



Mary Beth Sampson, Crescent City

Rita Schmitt
Del Norte County resident since 1998
2510 HWY 199
Crescent City, CA 95531

I'm here to share positive feedback from our self hauling customers. On Monday a customer complemented our facility for the cleanliness and staff for their kindness. It was his first visit to our site and will definitely return. Monday was a 200 customer day for me and my fellow co-workers.

I would like to thank my fellow gate staff for the effort and friendly concern they give to our customers. I also want to thank Tedd who has been working along with Lisa to keep our under staffed office afloat. The strong support from upper management is critical for our gate staff. Tedd is and has been available for staff 7 days a week. We have been under staffed both in upper management and gate for over a year. We work as a team and consider ourselves valuable to keep the facility up and running. At this time I would also like to thank our local SEIU 1021 union for the support and strength. I would like to give a big shout out to Norma Williams for backing us up.

This is a happy day for me. It is my anniversary date 6 years. All of the times I worked 7, and even 14 days in a row to keep the gate open has been validated. I am thankful for my job and can truly tell our customers WE CARE!

Sincerely,  08/21/2014

Rita Schmitt
DNSWMA Gate Attendant

Business ~~and~~ owners
have a point but a
happy medium must
be found for the
benefit of all.

Norma Williams

Trailer parks also recycle.
Whatever you charge the
owner impacts space
rent. Mine has gone
up and, for now, I am
able to pay it by doing the
bills shuffle. I'm willing
to do this but I agree
business/park owner rate
should be addressed.

- ① Are there any grant programs that would help fund... the JPA while reducing commercial costs?
- ② Has the Authority at any time looked at reducing commercial rates?
- ③ Vision should look at ways to fund Auth while reducing commercial rates, maintaining resid. rates while meeting state/local requirements

Solid Waste
Balance Sheet
 July 31, 2014

Unaudited

ASSETS

		609,991.67
422 010 00000	Cash Solid Waste	3,000.00
422 010 00300	Imprest Cash	198,177.17
422 010 00500	I Bank Loan Deposit Held by County	(184,978.10)
422 010 01100	Accounts Receivable	493,000.00
422 010 03200	Land	3,266,990.64
422 010 03300	Transfer Station	158,443.55
422 010 03400	Equipment	141,638.89
422 010 03410	Buildings & Improvements	(152,275.00)
422 010 03440	Accum Depr Equipment	(74,730.24)
422 010 03450	Accum Depr Bldg & Improv	(673,852.00)
422 010 03460	Accum Depr Transfer Station	<u>3,785,406.58</u>
	Total Assets	<u><u>3,785,406.58</u></u>

LIABILITIES AND FUND EQUITY

		180,621.78
422 010 05100	Accounts Payable	178.98
422 010 05103	A/P Services	2,927,831.58
422 010 05210	Sublease Payable	44,130.79
422 010 05300	Compensated Absences Payable	2,226,050.00
422 010 05500	Post Closure Liability	139,766.00
422 010 05600	Net OPEB Obligation	(2,309,657.32)
422 010 07100	Fund Balance	529,203.00
422 010 09600	Investment in Capital Assets net of related debt	85,498.39
	Revenue	(38,216.62)
	Expenditure	<u>3,785,406.58</u>
	Total Liabilities and Fund Equity	<u><u>3,785,406.58</u></u>

8.2

Solid Waste

Statement of Revenues and Expenditures
1 Months Ended 7/31/2014

	CURRENT MONTH ACTUAL	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	% EXPENDED
Revenues:					
422-421-90153 Franchise Fees	0.00	0.00	247,725.00	(247,725.00)	0.00%
422-421-90210 Code Enforcement	0.00	0.00	500.00	(500.00)	0.00%
422-421-90300 Interest - Solid Waste	0.00	0.00	1,605.00	(1,605.00)	0.00%
422-421-91003 Gate Tipping Fees	52,064.06	52,064.06	1,734,000.00	(1,681,935.94)	3.00%
422-421-91004 Authority Service Fees	33,434.33	33,434.33	959,552.00	(926,117.67)	3.48%
422-421-91121 Misc Reimbursements	0.00	0.00	1,000.00	(1,000.00)	0.00%
422-421-90650-061 Oil Grant 13/14	0.00	0.00	15,000.00	(15,000.00)	0.00%
422-421-90650-075 Oil Grant - 14/15	0.00	0.00	15,000.00	(15,000.00)	0.00%
422-421-91129-068 DOC Grant 13/14	0.00	0.00	15,000.00	(15,000.00)	0.00%
Total Revenues	85,498.39	85,498.39	2,989,382.00	(2,903,883.61)	2.86%
Expenses:					
422-421-10010 Payroll	12,624.51	12,624.51	0.00	(12,624.51)	0.00%
422-421-10012 Overtime	275.70	275.70	500.00	224.30	55.14%
422-421-10015 Part-time/Temp	3,230.00	3,230.00	16,600.00	13,370.00	19.46%
422-421-10020 Retirement	3,784.38	3,784.38	83,331.00	79,546.62	4.54%
422-421-10030 Employee Benefits	7,653.03	7,653.03	82,899.00	75,245.97	9.23%
422-421-10033 Employee Life Insurance	16.00	16.00	331.00	315.00	4.83%
422-421-10035 Management Life Insurance	40.85	40.85	920.00	879.15	4.44%
422-421-10040 Worker's Compensation	2,182.67	2,182.67	26,890.00	24,707.33	8.12%
422-421-10010-078 Payroll	0.00	0.00	288,934.00	288,934.00	0.00%
Total Salaries and Benefits	29,807.14	29,807.14	500,405.00	470,597.86	5.96%
422-421-20121 Communications	0.00	0.00	3,220.00	3,220.00	0.00%
422-421-20140 Household Expense	0.00	0.00	3,725.00	3,725.00	0.00%
422-421-20150 Insurance-Office	0.00	0.00	6,450.00	6,450.00	0.00%
422-421-20152 Vehicle Insurance	0.00	0.00	1,587.00	1,587.00	0.00%
422-421-20155 Liability Insurance	0.00	0.00	1,600.00	1,600.00	0.00%
422-421-20170 Maintenance-Equipment	0.00	0.00	350.00	350.00	0.00%
422-421-20171 Maintenance-Vehicles	0.00	0.00	500.00	500.00	0.00%
422-421-20175 Maintenance-Computers	0.00	0.00	500.00	500.00	0.00%
422-421-20180 Maint-Structures/Improvements & TS M	0.00	0.00	250.00	250.00	0.00%
422-421-20200 Memberships	0.00	0.00	1,500.00	1,500.00	0.00%
422-421-20221 Printing	2.97	2.97	0.00	(2.97)	0.00%
422-421-20223 Postage	102.26	102.26	1,400.00	1,297.74	7.30%
422-421-20224 Office Supplies	0.00	0.00	4,500.00	4,500.00	0.00%

Account Number	Payroll	29,807.14	29,807.14	500,405.00	470,597.86	5.96%
422-421-10010-078	Total Salaries and Benefits					
422-421-20121	Communications	0.00	0.00	3,220.00	3,220.00	0.00%
422-421-20140	Household Expense	0.00	0.00	3,725.00	3,725.00	0.00%
422-421-20150	Insurance-Office	0.00	0.00	6,450.00	6,450.00	0.00%
422-421-20152	Vehicle Insurance	0.00	0.00	1,587.00	1,587.00	0.00%
422-421-20155	Liability Insurance	0.00	0.00	1,600.00	1,600.00	0.00%
422-421-20170	Maintenance-Equipment	0.00	0.00	350.00	350.00	0.00%
422-421-20171	Maintenance-Vehicles	0.00	0.00	500.00	500.00	0.00%
422-421-20175	Maintenance-Computers	0.00	0.00	500.00	500.00	0.00%
422-421-20180	Maint-Structures/Improvements & T S M	0.00	0.00	250.00	250.00	0.00%
422-421-20200	Memberships	0.00	0.00	1,500.00	1,500.00	0.00%
422-421-20221	Printing	2.97	2.97	0.00	(2.97)	0.00%
422-421-20223	Postage	102.26	102.26	1,400.00	1,297.74	7.30%
422-421-20224	Office Supplies	0.00	0.00	4,500.00	4,500.00	0.00%
422-421-20227	Books/Subscriptions	0.00	0.00	200.00	200.00	0.00%
422-421-20230	Prof Serv-Co/City	57.09	57.09	10,000.00	9,942.91	0.57%
422-421-20231	Prof Serv	2,472.00	2,472.00	15,000.00	12,528.00	16.48%
422-421-20232	Prof Serv-Well Monitoring	0.00	0.00	61,360.00	61,360.00	0.00%
422-421-20233	Audit	0.00	0.00	9,500.00	9,500.00	0.00%
422-421-20234	Legal Counsel	0.00	0.00	12,000.00	12,000.00	0.00%
422-421-20235	Treasurer	0.00	0.00	4,500.00	4,500.00	0.00%
422-421-20236	Security	72.00	72.00	500.00	428.00	14.40%
422-421-20237	Credit Card Service Fees	985.21	985.21	8,500.00	7,514.79	11.59%
422-421-20238	TS Collection	0.00	0.00	25,500.00	25,500.00	0.00%
422-421-20239	Transfer Station Operations	0.00	0.00	1,774,000.00	1,774,000.00	0.00%
422-421-20240	Advertising/Publications	0.00	0.00	1,000.00	1,000.00	0.00%
422-421-20250	Lease of Equipment	0.00	0.00	3,500.00	3,500.00	0.00%
422-421-20251	Lease - Gasquet Transfer Station	0.00	0.00	700.00	700.00	0.00%
422-421-20270	Minor Equipment	0.00	0.00	4,000.00	4,000.00	0.00%
422-421-20280	Delivery Service	0.00	0.00	600.00	600.00	0.00%
422-421-20281	Household Hazardous Waste Event	0.00	0.00	32,000.00	32,000.00	0.00%
422-421-20283	Community Clean-up	0.00	0.00	5,200.00	5,200.00	0.00%
422-421-20285	Special Dept Expense	624.00	624.00	1,700.00	1,076.00	36.71%
422-421-20286	Cash Over/Under	(46.03)	(46.03)	187.00	233.03	-24.61%
422-421-20288	City Collections	0.00	0.00	16,500.00	16,500.00	0.00%
422-421-20290	Travel	0.00	0.00	2,000.00	2,000.00	0.00%
422-421-20297	Vehicle Fuel	178.98	178.98	2,400.00	2,221.02	7.46%
422-421-20301	State Fees	0.00	0.00	62,776.00	62,776.00	0.00%
422-421-20221-055	Printing	0.00	0.00	400.00	400.00	0.00%
422-421-20221-061	Printing-Oil Grant 13/14	0.00	0.00	1,000.00	1,000.00	0.00%
422-421-20221-068	Printing- DOC 13/14	0.00	0.00	400.00	400.00	0.00%
422-421-20221-075	Printing - Oil Grant 14/15	0.00	0.00	1,000.00	1,000.00	0.00%
422-421-20239-001	Post Closure Maintenance	0.00	0.00	8,000.00	8,000.00	0.00%
422-421-20240-061	Advertising Oil Grant 13/14	0.00	0.00	3,500.00	3,500.00	0.00%
422-421-20240-068	Advertising - DOC 13/14	0.00	0.00	2,600.00	2,600.00	0.00%
422-421-20240-075	Advertising - Oil Grant 14/15	0.00	0.00	3,500.00	3,500.00	0.00%
422-421-20285-061	Special Dept Exp-Oil Grant 13/14	0.00	0.00	6,500.00	6,500.00	0.00%
422-421-20285-068	Spec Dept Exp - DOC 13/14	0.00	0.00	6,000.00	6,000.00	0.00%

422-421-20285-075	Spec Dept Exp - Oil Grant 14/15	0.00	0.00	6,500.00	6,500.00	0.00%
422-421-20290-061	Travel - Oil Grant 13/14	0.00	0.00	1,000.00	1,000.00	0.00%
422-421-20290-068	Travel - DOC 13/14	0.00	0.00	2,000.00	2,000.00	0.00%
422-421-20290-075	Travel - Oil Grant 14/15	0.00	0.00	1,000.00	1,000.00	0.00%
	Total Services and Supplies	4,448.48	4,448.48	2,122,605.00	2,118,156.52	0.21%
422-421-30490	Depreciation Expense	0.00	0.00	97,975.00	97,975.00	0.00%
	Total Other Charges	0.00	0.00	97,975.00	97,975.00	0.00%
	Total Fixed Assets	0.00	0.00	0.00	0.00	0.00%
422-421-70800	ARC Payment OPEB	0.00	0.00	11,125.00	11,125.00	0.00%
422-421-81000	Contingency	0.00	0.00	3,000.00	3,000.00	0.00%
422-421-70530-025	Interfund-Repayment to County	0.00	0.00	202,633.00	202,633.00	0.00%
422-421-70530-199	Interfund-Cost Plan	3,961.00	3,961.00	51,639.00	47,678.00	7.67%
	Total Intrafund Transfers	3,961.00	3,961.00	268,397.00	264,436.00	1.48%
	Total Expenses	38,216.62	38,216.62	2,989,382.00	2,951,165.38	1.28%
	Revenues Over (Under) Expenditures	47,281.77	47,281.77	0.00	47,281.77	0.00%

**DNSWMA
GRAND TOTALS
AUGUST 2014**

	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	33.47%	
DNCTS Cash Total	34,033.18	17,121.45	51,154.63
DNCTS Charge Total	112,186.64	56,439.00	168,625.64
DNCTS Credit/Debit	15,460.23	7,777.76	23,237.99
DNCTS Totals	161,680.05	81,338.21	243,018.26
Klamath Cash Total		5,384.11	5,384.11
Klamath Charge Total		95.12	95.12
Klamath Totals		5,479.23	5,479.23
Gasquet Cash Total		2,611.83	2,611.83
Gasquet Charge Total		8.60	8.60
Gasquet Totals		2,620.43	2,620.43
Adjustments			
GRAND TOTALS	161,680.05	89,437.87	251,117.92

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**MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: AUGUST 2014**

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	\$ 1,046.32	\$ 68.26	\$ 1,114.58	\$ 343.62	\$ 180.37			\$ 523.99	\$ 8,138.03	\$ 9,776.60	\$ 741.53	\$ 373.05	(\$0.03)	\$ 1,114.55
2	\$ 1,329.12	\$ 466.11	\$ 1,795.23	\$ 855.80	\$ 20.42			\$ 876.22	\$ 259.52	\$ 2,930.97	\$ 1,194.37	\$ 600.86	(\$7.37)	\$ 1,787.86
3	\$ 1,241.61	\$ 193.11	\$ 1,434.72	\$ 712.39	\$ 39.83			\$ 752.22	\$ 522.46	\$ 2,709.40	\$ 954.52	\$ 480.20	\$9.96	\$ 1,444.68
4	\$ 1,230.18	\$ 210.76	\$ 1,440.94	\$ 464.24	\$ 261.71			\$ 725.95	\$ 10,074.43	\$ 12,241.32	\$ 958.66	\$ 482.28	\$7.30	\$ 1,448.24
5	\$ 2,131.55	\$ 220.43	\$ 2,351.98	\$ 965.24	\$ 29.90			\$ 995.14	\$ 6,185.34	\$ 9,532.46	\$ 1,564.77	\$ 787.21	\$0.33	\$ 2,352.31
6	\$ 1,505.23	\$ 644.87	\$ 2,150.10	\$ 825.77	\$ 22.75			\$ 848.52	\$ 7,308.18	\$ 10,306.80	\$ 1,430.46	\$ 719.64	\$2.43	\$ 2,152.53
7	\$ 885.98	\$ 387.58	\$ 1,273.56	\$ 856.17	\$ 38.50			\$ 894.67	\$ 6,404.93	\$ 8,573.16	\$ 847.30	\$ 426.26	\$0.01	\$ 1,273.57
8	\$ 1,626.90	\$ 572.71	\$ 2,199.61	\$ 915.85	\$ 80.45			\$ 996.30	\$ 7,038.95	\$ 10,234.86	\$ 1,463.40	\$ 736.21	\$0.05	\$ 2,199.66
9	\$ 1,345.17	\$ 344.71	\$ 1,689.88	\$ 1,137.41				\$ 1,137.41	\$ 479.74	\$ 3,307.03	\$ 1,124.28	\$ 565.60	(\$9.35)	\$ 1,680.53
10	\$ 1,138.10	\$ 372.44	\$ 1,510.54	\$ 986.89	\$ 47.00			\$ 1,033.89	\$ 65.83	\$ 2,610.26	\$ 1,004.96	\$ 505.58	\$0.29	\$ 1,510.83
11	\$ 1,445.56	\$ 190.17	\$ 1,635.73	\$ 773.97	\$ 238.95		\$95.73	\$ 1,108.65	\$ 9,888.67	\$ 12,633.05	\$ 1,088.25	\$ 547.48	\$0.64	\$ 1,636.37
12	\$ 1,432.86	\$ 209.09	\$ 1,641.95	\$ 545.46	\$ 106.68			\$ 652.14	\$ 7,511.97	\$ 9,806.06	\$ 1,092.39	\$ 549.56	(\$0.12)	\$ 1,641.83
13	\$ 1,466.14	\$ 113.66	\$ 1,579.80	\$ 455.92	\$ 52.63		\$18.49	\$ 527.04	\$ 5,563.82	\$ 7,670.66	\$ 1,051.04	\$ 528.76	(\$0.03)	\$ 1,579.77
14	\$ 1,461.40	\$ 263.14	\$ 1,724.54	\$ 517.96	\$ 52.91			\$ 570.87	\$ 6,608.83	\$ 8,904.24	\$ 1,147.34	\$ 577.20	\$0.04	\$ 1,724.58
15	\$ 1,192.31	\$ 484.89	\$ 1,677.20	\$ 621.69	\$ 31.29		\$56.15	\$ 709.13	\$ 7,395.07	\$ 9,781.40	\$ 1,115.84	\$ 561.36	(\$0.02)	\$ 1,677.18
16	\$ 1,099.86	\$ 620.11	\$ 1,719.97	\$ 612.19	\$ 191.77			\$ 803.96	\$ 898.95	\$ 3,422.88	\$ 1,144.30	\$ 575.67	(\$0.02)	\$ 1,719.95
17	\$ 1,163.60	\$ 164.30	\$ 1,327.90	\$ 787.00	\$ 31.04		\$39.83	\$ 857.87	\$ 335.47	\$ 2,521.24	\$ 883.45	\$ 444.45		\$ 1,327.90
18	\$ 1,772.78	\$ 349.90	\$ 2,122.68	\$ 375.98	\$ 8.53	\$ 5.26	\$ 7.61	\$ 397.38	\$ 10,393.94	\$ 12,914.00	\$ 1,412.22	\$ 710.46	\$0.12	\$ 2,122.80
19	\$ 1,435.29	\$ 184.02	\$ 1,619.31	\$ 416.70	\$ 32.72			\$ 449.42	\$ 7,449.62	\$ 9,518.35	\$ 1,077.33	\$ 541.98	(\$0.54)	\$ 1,618.77
20	\$ 1,341.08	\$ 195.71	\$ 1,536.79	\$ 989.74	\$ 19.92		\$81.08	\$ 1,060.74	\$ 7,134.67	\$ 9,732.20	\$ 1,022.43	\$ 514.36	\$3.15	\$ 1,539.94
21	\$ 1,362.51	\$ 62.17	\$ 1,424.68	\$ 499.19	\$ 96.72			\$ 595.91	\$ 5,851.90	\$ 7,872.49	\$ 947.84	\$ 476.84	\$0.06	\$ 1,424.74
22	\$ 1,351.72	\$ 304.15	\$ 1,655.87	\$ 420.03				\$ 420.03	\$ 6,659.45	\$ 8,735.35	\$ 1,101.65	\$ 554.22	(\$0.10)	\$ 1,655.77
23	\$ 1,385.25	\$ 449.11	\$ 1,834.36	\$ 516.13	\$ 5.69	\$ 21.55		\$ 543.37	\$ 1,131.93	\$ 3,509.66	\$ 1,220.40	\$ 613.96	\$0.06	\$ 1,834.42
24	\$ 1,376.75	\$ 250.56	\$ 1,627.31	\$ 623.87	\$ 7.10		\$73.94	\$ 704.91	\$ 139.39	\$ 2,471.61	\$ 1,082.65	\$ 544.66		\$ 1,627.31
25	\$ 1,358.89	\$ 343.56	\$ 1,702.45	\$ 673.61	\$ 27.03	\$ 8.53	\$ 21.90	\$ 731.07	\$ 12,057.93	\$ 14,491.45	\$ 1,132.64	\$ 569.81	(\$0.19)	\$ 1,702.26
26	\$ 1,287.40	\$ 276.05	\$ 1,563.45	\$ 629.49	\$ 26.24			\$ 655.73	\$ 7,945.98	\$ 10,165.16	\$ 1,040.16	\$ 523.29	(\$0.20)	\$ 1,563.25
27	\$ 1,325.04	\$ 231.80	\$ 1,556.84	\$ 642.68	\$ 50.22			\$ 692.90	\$ 9,780.62	\$ 12,030.36	\$ 1,035.77	\$ 521.07		\$ 1,556.84
28	\$ 930.87	\$ 453.66	\$ 1,384.53	\$ 763.77		\$ 14.22		\$ 777.99	\$ 6,145.04	\$ 8,307.56	\$ 921.13	\$ 463.40	(\$9.80)	\$ 1,374.73
29	\$ 1,502.96	\$ 122.33	\$ 1,625.29	\$ 615.59	\$ 46.20			\$ 661.79	\$ 7,640.21	\$ 9,927.29	\$ 1,081.31	\$ 543.98		\$ 1,625.29
30	\$ 1,305.14	\$ 274.75	\$ 1,579.89	\$ 901.18	\$ 36.98	\$ 34.64	\$ 7.11	\$ 979.91	\$ 394.00	\$ 2,953.80	\$ 1,051.10	\$ 528.79	(\$0.03)	\$ 1,579.86
31	\$ 1,428.09	\$ 224.86	\$ 1,652.95	\$ 540.07	\$ 12.80			\$ 552.87	\$ 1,220.77	\$ 3,426.59	\$ 1,099.71	\$ 553.24	0.01	\$ 1,652.96
TOTALS	\$41,905.66	\$9,248.97	\$51,154.63	\$20,955.60	\$1,796.35	\$ 84.20		\$23,237.99	\$168,625.64	\$243,018.26	\$34,033.18	\$17,121.45	(\$3.35)	\$51,151.28

**DNSWMA
 KLAMATH TRANSFER STATION CASH
 AUGUST 2014**

Date	Amount to	TOTAL CASH AMOUNT
	422-421 91004	
August 1, 2014	359.38	\$359.38
August 3, 2014	535.10	\$535.10
August 6, 2014	243.94	\$243.94
August 8, 2014	121.36	\$121.36
August 10, 2014	664.44	\$664.44
August 13, 2014	429.71	\$429.71
August 15, 2014	131.73	\$131.73
August 17, 2014	492.18	\$492.18
August 20, 2014	328.13	\$328.13
August 22, 2014	300.38	\$300.38
August 24, 2014	372.88	\$372.88
August 27, 2014	439.71	\$439.71
August 29, 2014	216.49	\$216.49
August 31, 2014	748.68	\$748.68
		\$0.00
TOTAL	5,384.11	\$5,384.11

**DNSWMA
 GASQUET TRANSFER STATION - CASH
 AUGUST 2014**

Date	Amount to 422-421	TOTAL CASH AMOUNT
	91004	
August 2, 2014	459.17	\$459.17
August 7, 2014	143.41	\$143.41
August 9, 2014	478.34	\$478.34
August 14, 2014	174.73	\$174.73
August 16, 2014	320.07	\$320.07
August 21, 2014	235.91	\$235.91
August 23, 2014	286.93	\$286.93
August 28, 2014	165.64	\$165.64
August 30, 2014	347.63	\$347.63
		\$0.00
TOTAL	2611.83	\$2,611.83

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Del Norte Solid Waste Management Authority
A/R Aging Summary
 As of September 5, 2014

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Abandoned Vehicle Abatement	2,727.47	0.00	0.00	0.00	0.00	2,727.47
Affordable Home & Rental Rep.	50.22	0.00	0.00	0.00	0.00	50.22
Agricultural Commission(solid waste o...	236.17	0.00	0.00	0.00	0.00	236.17
Aladdin Realty	7.10	15.63	14.00	0.00	0.00	36.73
Alexandre EcoDairy Farms	153.62	0.00	0.00	0.00	0.00	153.62
All About Town Home Repair	128.02	29.86	0.00	0.00	106.90	264.78
Babich Construction	113.79	0.00	0.00	0.00	0.00	113.79
Bad Checks/Co Collector	0.00	0.00	0.00	0.00	43.78	43.78
Benner Mini Storage	54.67	0.00	0.00	0.00	0.00	54.67
Bommelyn Construction	0.00	428.63	0.00	0.00	0.00	428.63
Borges Dairy	826.42	0.00	0.00	0.00	0.00	826.42
Brown, Hector	902.27	0.00	0.00	0.00	0.00	902.27
C.A.R.R.E. / Full - Spectrum	73.95	0.00	0.00	0.00	0.00	73.95
Cal-Fire	0.00	39.37	0.00	0.00	0.00	39.37
Cal-Ore LIFE FLIGHT	48.36	0.00	0.00	0.00	0.00	48.36
California Auto Image	153.61	1,072.30	0.00	0.00	0.00	1,225.91
California Dept. Parks & Rec.	1,190.82	1,229.25	913.10	72.63	0.00	3,405.80
Calvary Chapel	0.00	83.36	0.00	0.00	0.00	83.36
Castle Rock Countertop's	18.49	0.00	0.00	0.00	0.00	18.49
Certified Construction	0.00	0.00	0.00	0.00	12.76	12.76
Certified Plumbing Co.	0.00	0.00	0.00	0.00	0.00	0.00
Cetnar Construction Inc.	65.43	0.00	0.00	0.00	0.00	65.43
City of Crescent City.	147.93	0.79	0.00	0.00	0.00	148.72
College of the Redwoods	7.11	54.44	0.00	0.00	0.00	61.55
Corner Stone Assembly of God	184.56	0.00	0.00	53.37	0.00	237.93
Cory, Charles	0.00	0.00	0.00	0.00	576.49	576.49
Crescent Ace Hardware.	437.37	0.00	0.00	0.00	0.00	437.37
Crescent City KOA	651.22	0.00	0.00	0.00	0.00	651.22
Crescent City Nursing & Rehab	8.47	0.00	0.00	0.00	25.28	33.75
Crescent Fire Protection Dist.	12.80	0.00	0.00	0.00	0.00	12.80
Del Norte Ambulance	35.56	0.00	0.00	0.00	0.00	35.56
Del Norte Health Care District	75.00	0.00	0.00	0.00	0.00	75.00
Del Norte Realty	708.51	0.00	0.00	0.00	0.00	708.51
Del Norte Roofing	41.34	0.00	0.00	0.00	0.00	41.34
Direct TV	0.00	0.00	0.00	0.00	27.98	27.98
DN Fire Safe Council	0.00	0.00	0.00	0.00	37.30	37.30
DN Unified School District	1,407.03	0.00	0.00	0.00	0.00	1,407.03
DNC Public Nuisance Abatement	488.68	0.00	0.00	0.00	0.00	488.68
Elk Valley Rancheria	94.23	0.00	0.00	0.00	0.00	94.23
Elk Valley Storage	4.11	0.00	0.00	0.00	0.00	4.11
Ellers Fort Dick Market	399.69	278.79	0.00	0.00	0.00	678.48
Fashion Blacksmith	7.11	0.00	0.00	0.00	0.00	7.11
FRANKLIN	8.53	0.00	0.00	0.00	0.00	8.53
Franklin's Plumbing	0.00	0.00	0.00	0.00	45.59	45.59
G. H. Outreach	158.23	0.00	0.00	0.00	0.00	158.23
Gasquet Mobile Home Park	51.21	0.00	0.00	0.00	0.00	51.21
Golden State Construction	264.07	0.00	0.00	0.00	0.00	264.07
GR Construction	114.35	0.00	0.00	0.00	0.00	114.35
Green Scapes	34.14	0.00	0.00	0.00	0.00	34.14
Griffin's Furniture Outlet	42.80	73.96	0.00	0.00	0.00	116.76
Hambro/Waste Solutions Group June 2014	117.86	0.00	0.00	0.00	0.00	117.86
Total Hambro/Waste Solutions Group	117.86	0.00	0.00	0.00	0.00	117.86

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Del Norte Solid Waste Management Authority
A/R Aging Summary
 As of September 5, 2014

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Hank's Hauling	149.14	0.00	0.00	0.00	0.00	149.14
Hartley Construction	443.79	0.00	0.00	0.00	0.00	443.79
HASP / Jordan Recovery Centers	118.20	561.56	0.00	0.00	0.00	679.76
Hintz Construction	0.00	0.00	0.00	0.00	127.60	127.60
Hiouchi Community Fellowship	0.00	-10.90	0.00	0.00	0.00	-10.90
Investment Realty	36.98	115.21	0.00	0.00	0.00	152.19
Larson Services	0.00	18.49	0.00	0.00	0.00	18.49
Lehman Property Management	0.00	0.00	0.00	0.00	1,885.22	1,885.22
Lighthouse Community Church	0.00	0.00	0.00	0.00	81.90	81.90
Lighthouse Repertory Theatre	0.00	0.00	0.00	0.00	-3.78	-3.78
LNL Design and Construction	0.00	46.34	0.00	0.00	0.00	46.34
Lucky 7 Casino	69.63	0.00	0.00	0.00	0.00	69.63
Malloroy Construction	44.10	8.60	0.00	0.00	0.00	52.70
Mark Wooding Construction	0.00	0.00	0.00	0.00	-120.00	-120.00
Mastaloudis Homes Inc.	54.05	0.00	0.00	0.00	0.00	54.05
Ming Tree Real Estate	0.00	0.00	0.00	0.00	-16.10	-16.10
Montez Construction	364.84	0.00	0.00	0.00	0.00	364.84
Mountain Power Tree Co.	44.60	12.80	0.00	0.00	0.00	57.40
Mow Blow and Go	107.74	0.00	0.00	0.00	0.00	107.74
Murray Construction	197.73	0.00	0.00	0.00	0.00	197.73
Niehoff Construction	0.00	100.99	0.00	0.00	0.00	100.99
Norbury Construction	0.00	0.00	0.00	0.00	116.70	116.70
North Coast Properties	32.04	0.00	0.00	0.00	0.00	32.04
North Woods Realty	93.34	39.87	0.00	0.00	0.00	133.21
Northcoast Marine Mammal Ctr.	18.49	0.00	0.00	0.00	0.00	18.49
Northridge Electric	176.37	456.59	0.00	0.00	0.00	632.96
Pacific Northwest Physical Therapy	38.41	0.00	0.00	0.00	0.00	38.41
Pappas Dry Wall	41.23	0.00	0.00	0.00	0.00	41.23
Peasley's Property Mang.	78.17	34.14	0.00	0.00	0.00	112.31
Pebble Beach Apartments	0.00	119.88	0.00	0.00	0.00	119.88
Pelican Bay Evangelical Free Church	7.11	0.00	0.00	0.00	0.00	7.11
Plunkett's Family Painting	75.39	0.00	0.00	0.00	0.00	75.39
Porter's Trucking & Logging	42.67	1,635.63	116.58	0.00	0.00	1,794.88
Ray's Mobile Home Service	96.45	0.00	0.00	0.00	0.00	96.45
Recology Del Norte (Franchise)	104,196.72	0.00	0.00	0.00	0.01	104,196.73
Recology Del Norte (Prison)	10,700.71	0.00	0.00	0.00	0.00	10,700.71
Red Sky Roofing	10,242.59	17,424.44	0.00	0.00	0.00	27,667.03
Redwood National Park	661.41	175.38	0.82	312.25	3,829.26	4,979.12
Reservation Ranch	1,011.33	1,095.25	0.00	0.00	0.00	2,106.58
Richard Brown Construction	27.02	0.00	0.00	0.00	0.00	27.02
Richterich & Jones Const	305.08	924.12	0.00	0.00	0.00	1,229.20
Rick Parker Construction	12.80	0.00	0.00	0.00	0.00	12.80
Ritchie Homes	173.54	363.13	0.00	0.00	0.00	536.67
Ron's Hauling	200.55	0.00	0.00	0.00	0.00	200.55
Roy Rook Construction	434.19	78.25	0.00	0.00	0.00	512.44
Ruiz Construction	168.36	0.00	0.00	0.00	0.00	168.36
Schnacker's General Hauling	79.66	0.00	0.00	0.00	0.00	79.66
Seagull Apartments	0.00	0.00	0.00	0.00	-29.01	-29.01
Seawood Village	10,152.82	0.00	0.00	0.00	0.00	10,152.82
Shangri-la Trailer Court	169.59	0.00	0.00	0.00	0.00	169.59
Smith River Equipment	68.50	0.00	0.00	0.00	0.00	68.50
Smith River Rancheria	651.11	0.00	0.00	0.00	0.00	651.11
Sprint Courier Service	231.86	0.00	0.00	0.00	0.00	231.86
St. Joseph's Parish	11.38	0.00	0.00	0.00	0.00	11.38
St. Vincent de Paul	0.00	14.22	0.00	0.00	0.00	14.22
Steel	72.65	28.45	155.29	41.52	0.00	297.91
Stephen F White Gen.Cont. Inc.	28.09	89.69	96.41	0.00	0.00	214.19
Stone Roofing	4,850.39	0.00	0.00	0.00	0.00	4,850.39
SWEEP ALOT	0.00	0.00	0.00	0.00	0.00	0.00
Tab & Associates	76.11	0.00	0.00	0.00	0.00	76.11
Thermo Fluids, Inc. / Outbound OIL	0.00	0.00	0.00	0.00	-55.80	-55.80
Thomas Gavin Construction	0.00	7.11	8.43	0.00	0.00	15.54
Tim Haban Construction	106.68	0.00	0.00	0.00	0.00	106.68
Totem Villa Apartments	30.80	0.00	0.00	0.00	0.00	30.80
U.S. Forest Service-Gasquet CA	0.00	1,178.86	569.71	0.00	0.00	1,748.57
V Primo Construction	0.00	44.09	0.00	0.00	0.00	44.09

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Del Norte Solid Waste Management Authority
A/R Aging Summary
As of September 5, 2014

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Van Arsdale Construction	2,045.42	685.59	0.00	0.00	0.00	2,731.01
Van Nocker's Cleaning	11.38	0.00	0.00	0.00	0.00	11.38
White Cap Coastal	0.00	685.59	0.00	0.00	0.00	685.59
Winn's Maintance Service	0.00	0.00	0.00	0.00	-25.00	-25.00
Your Creation	0.00	0.00	0.00	0.00	1,092.66	1,092.66
Yurok Economic Development Corp.	0.00	0.00	56.52	0.00	0.00	56.52
Yurok Tribe	130.86	169.64	0.00	0.00	0.00	300.50
TOTAL	<u>161,434.39</u>	<u>29,409.39</u>	<u>1,930.86</u>	<u>479.77</u>	<u>7,766.64</u>	<u>201,021.05</u>

AUTHORITY REVENUE REPORT August 2014

Source		2013/2014		2014/2015	
Authority		Actual Annual		Budget/Year	
Service Fees		\$	976,517.87	\$	959,552.00
		Actual/Month		Actual/Month	
		Comparison FYE13 & FYE14		Over Budget	
July	\$	93,409.33	\$ 2,594.88	\$	96,004.21
August	\$	91,982.30	\$ (2,544.43)	\$	89,437.87
September	\$	81,572.16	\$ -	\$	-
October	\$	90,070.63	\$ -	\$	-
November	\$	73,073.25	\$ -	\$	-
December	\$	68,239.89	\$ -	\$	-
January	\$	73,574.88	\$ -	\$	-
February	\$	69,527.00	\$ -	\$	-
March	\$	76,183.02	\$ -	\$	-
April	\$	88,290.79	\$ -	\$	-
May	\$	86,383.95	\$ -	\$	-
June	\$	84,210.67	\$ -	\$	-
Total	\$	976,517.87	\$ 50.45	\$	185,442.08
				\$	25,516.75

8.5

